

BID NO.: RQPM1000118

**OPENING: 2:00 P.M.
WEDNESDAY
JUNE __, 2010**

MIAMI-DADE COUNTY, FLORIDA

**I N V I T A T I O N
T O B I D**

**TITLE:
TELECOM SERVICES, EQUIPMENT AND MATERIALS
PRE-QUALIFICATION POOL**

THE FOLLOWING ARE REQUIREMENTS OF THIS BID, AS NOTED BELOW:

BID DEPOSIT AND PERFORMANCE BOND:	Section 2.13
CATALOGUE AND LISTS:	N/A
CERTIFICATE OF COMPETENCY:	Section 2.14
EQUIPMENT LIST:	N/A
EXPEDITED PURCHASING PROGRAM (EPP)	N/A
INDEMNIFICATION/INSURANCE:	Section 2.11
LIVING WAGE:	N/A
PRE-BID CONFERENCE/WALK-THRU:	Section 2.2
SMALL BUSINESS ENTERPRISE MEASURE:	N/A
SAMPLES/INFORMATION SHEETS:	N/A
SECTION 3 – MDHA:	N/A
SITE VISIT/AFFIDAVIT:	N/A
USER ACCESS PROGRAM:	Section 2.21
WRITTEN WARRANTY:	Section 2.19

FOR INFORMATION CONTACT:

**James D. Munn, Jr., IT Contracts & Procurement Officer
at (305) 375-1443, or via e-mail at: munnj@miamidade.gov**

IMPORTANT NOTICE TO BIDDERS:

**MIAMI-DADE COUNTY
DEPARTMENT OF PROCUREMENT MANAGEMENT
TECHNICAL SERVICES DIVISION**

**FAILURE TO COMPLETE THE CERTIFICATION REGARDING LOCAL PREFERENCE ON
PAGE 46 OF SECTION 4, BID SUBMITTAL FORM SHALL RENDER THE VENDOR
INELIGIBLE FOR LOCAL PREFERENCE**

**FAILURE TO SIGN PAGE 47 OF SECTION 4, BID SUBMITTAL FORM WILL RENDER YOUR
BID NON-RESPONSIVE**



MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

Bid Number: RQPM1000118

TELECOM SERVICES, EQUIPMENT, AND MATERIALS (PRE-QUALIFICATION POOL)

Procurement Officer: James D. Munn, Jr.

Bids will be accepted until 2:00 p.m. on Wednesday, JUNE __, 2010

Bids will be publicly opened. The County provides equal access and does not discriminate on the basis of disability in its programs or services. It is our policy to make all communication available to the public, including those who may be visually or hearing impaired. If you require information in a non-traditional format please call 305-375-5278.

Instructions: The Clerk of the Board business hours are 8:00am to 4:30pm, Monday through Friday. Additionally, the Clerk of the Board is closed on holidays observed by the County. Each Bid submitted to the Clerk of the Board shall have the following information clearly marked on the face of the envelope: the Bidders name, return address, Bid number, opening date of the Bid and the title of the Bid. Included in the envelope shall be an original and two copies of the Bid Submittal, plus attachments if applicable. The Bidder may, at Bidder's option, also provide the Excel file containing the information on the Vendor Pricing document on CD or Flash Drive. Failure to comply with this requirement may result in your Bid not being considered for award.

All Bids received time and date stamped by the Clerk of the Board prior to the bid submittal deadline shall be accepted as timely submitted. The circumstances surrounding all bids received and time stamped by the Clerk of the Board after the bid submittal deadline will be evaluated by the procuring department, in consultation with the County Attorney's Office, to determine whether the bid will be accepted as timely.

NOTICE TO ALL BIDDERS:

- **FAILURE TO SIGN THE BID SUBMITTAL FORM WILL RENDER YOUR BID NON-RESPONSIVE.**
- **THE BID SUBMITTAL FORM CONTAINS IMPORTANT CERTIFICATIONS THAT REQUIRE REVIEW AND COMPLETION BY ANY VENDOR RESPONDING TO THIS SOLICITATION**

This Document is a draft of a future Solicitation and is subject to change without notice.

This is not an advertisement

SECTION 1 GENERAL TERMS AND CONDITIONS

TELECOM SERVICES, EQUIPMENT, AND MATERIALS (PRE-QUALIFICATION POOL)

1.1. DEFINITIONS

Bid – shall refer to any offer(s) submitted in response to this solicitation.

Bidder – shall refer to anyone submitting a Bid in response to this solicitation.

Bid Solicitation – shall mean this solicitation documentation, including any and all addenda.

Bid Submittal Form – defines the requirement of items to be purchased, and must be completed and submitted with Bid. The Bidder should indicate its name in the appropriate space on each page.

County – shall refer to Miami-Dade County, Florida

DPM – shall refer to Miami-Dade County's Department of Procurement Management.

Enrolled Vendor – shall refer to a firm that has completed the necessary documentation in order to receive Bid notifications from the County.

Registered Vendor – shall refer to a firm that has completed the Miami-Dade County Business Entity Registration Application and has satisfied all requirements to enter into business agreements with the County.

The Vendor Registration Package – shall refer to the Business Entity Registration Application.

For additional information about on-line vendor enrollment or vendor registration contact the Vendor Assistance Unit at 111 N.W. 1st Street, 13th Floor, Miami, FL 33128, Phone 305-375-5773. Vendors can enroll online and obtain forms to register by visiting our web site at www.miamidade.gov/dpm

1.2. INSTRUCTIONS TO BIDDERS

A. Bidder Qualification

It is the policy of the County to encourage full and open competition among all available qualified vendors. All vendors regularly engaged in the type of work specified in the Bid Solicitation are encouraged to submit Bids. Vendors may enroll with the County to be included on a notification list for selected categories of goods and services. To be eligible for award of a contract (including small purchase orders), Bidders must become a Registered Vendor. Only Registered Vendors can be awarded County contracts. Vendors are required to register with the County by contacting the Vendor Assistance Unit. The County endeavors to obtain the participation of all qualified small business enterprises. For information and to apply for certification, contact the Department of Small Business Development at 111 N.W. 1st Street, 19th Floor, Miami, FL 33128-1900, or telephone at 305-375-3111. County employees and board members wishing to do business with the County are referred to Section 2-11.1 of the Miami-Dade County Code relating to Conflict of Interest and Code of Ethics.

B. Vendor Registration

To be recommended for award the County requires that vendors complete a Miami-Dade County Vendor Registration Package. Effective June 1, 2008, a new Vendor Registration Package, including a Uniform Affidavit Packet (Affidavit form), must be completed by vendors and returned to the Department of Procurement Management (DPM), Vendor Assistance Unit, within fourteen (14) days of notification of the intent to recommend for award. In the event the Vendor Registration Package is not properly completed and returned within the specified time, the County may in its sole discretion, award to the next lowest responsive, responsible Bidder. The Bidder is responsible for obtaining the Vendor Registration Package, including all affidavits by downloading from the DPM website at www.miamidade.gov or from the Vendor Assistance Unit at 111 N.W. 1st Street, 13th Floor, Miami, FL 33128.

Bidders are required to affirm that all information submitted with the Vendor Registration Package is current, complete and accurate, at the time they submit a response to a Bid Solicitation, by completing the provided Affirmation of Vendor Affidavit form.

In becoming a Registered Vendor with Miami-Dade County, the vendor confirms its knowledge of and commitment to comply with the following:

1. **Miami-Dade County Ownership Disclosure Affidavit**
(Sec. 2-8.1 of the County Code)

2. **Miami-Dade County Employment Disclosure Affidavit**
(County Ordinance No. 90-133, amending Section 2-8-1(d)(2) of the County Code)
3. **Miami-Dade County Employment Drug-free Workplace Certification**
(Section 2-8.1.2(b) of the County Code)
4. **Miami-Dade Disability and Nondiscrimination Affidavit**
(Article 1, Section 2-8.1.5 Resolution R182-00 Amending R-385-95)
5. **Miami-Dade County Debarment Disclosure Affidavit**
(Section 10.38 of the County Code)
6. **Miami-Dade County Vendor Obligation to County Affidavit**
(Section 2-8.1 of the County Code)
7. **Miami-Dade County Code of Business Ethics Affidavit**
(Article 1, Section 2-8.1(f) and 2-11(b)(1) of the County Code through (6) and (9) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code)
8. **Miami-Dade County Family Leave Affidavit**
(Article V of Chapter 11 of the County Code)
9. **Miami-Dade County Living Wage Affidavit**
(Section 2-8.9 of the County Code)
10. **Miami-Dade County Domestic Leave and Reporting Affidavit**
(Article 8, Section 11A-60 11A-67 of the County Code)
11. **Subcontracting Practices**
(Ordinance 97-36)
12. **Subcontractor /Supplier Listing**
(Ordinance 97-104)
13. **Environmentally Acceptable Packaging**
Resolution (R-738-92)
14. **W-9 and 8109 Forms**
The vendor must furnish these forms as required by the Internal Revenue Service.
15. **Social Security Number**
In order to establish a file for your firm, you must provide your firm's Federal Employer Identification Number (FEIN). If no FEIN exists, the Social Security Number of the owner or individual must be provided. This number becomes your "County Vendor Number". To comply with Section 119.071(5) of the Florida Statutes relating to the collection of an individual's Social Security Number, be aware that DPM requests the Social Security Number for the following purposes:
 - Identification of individual account records
 - To make payments to individual/vendor for goods and services provided to Miami-Dade County
 - Tax reporting purposes
 - To provide a unique identifier in the vendor database that may be used for searching and sorting departmental records
16. **Office of the Inspector General**
Pursuant to Section 2-1076 of the County Code.
17. **Small Business Enterprises**
The County endeavors to obtain the participation of all small business enterprises pursuant to Sections 2-8.2, 2-8.2.3 and 2-8.2.4 of the County Code and Title 49 of the Code of Federal Regulations.
18. **Antitrust Laws**
By acceptance of any contract, the vendor agrees to comply with all antitrust laws of the United States and the State of Florida.
- G. **PUBLIC ENTITY CRIMES**
To be eligible for award of a contract, firms wishing to do business with the County must comply with the following:

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TELECOM SERVICES, EQUIPMENT, AND MATERIALS (PRE-QUALIFICATION POOL)

Pursuant to Section 287.133(2)(a) of the Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a Bid on a contract to provide any goods or services to a public entity, may not submit a Bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit Bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

D. Request for Additional Information

- Pursuant to Section 2-11.1(t) of the County Code, all Bid Solicitations, once advertised and until an award recommendation has been forwarded to the appropriate authority are under the "Cone of Silence". Any communication or inquiries, except for clarification of process or procedure already contained in the solicitation, are to be made in writing to the attention of the Procurement Agent identified on the front page of the solicitation. Such inquiries or request for information shall be submitted to the procurement agent in writing and shall contain the requester's name, address, and telephone number. If transmitted by facsimile, the request should also include a cover sheet with Bidder's facsimile number. The requestor must also file a copy of this written request with the Clerk of the Board, 111 NW 1st Street, 17th Floor, suite 202, Miami, Florida 33128-1983 or email clerkbccc@miamidadecounty.gov.
- The Department of Procurement Management may issue an addendum in response to any inquiry received, prior to Bid opening, which changes, adds to or clarifies the terms, provisions or requirements of the solicitation. The Bidder should not rely on any representation, statement or explanation whether written or verbal, other than those made in this Bid Solicitation document or in any addenda issued. Where there appears to be a conflict between this Bid Solicitation and any addenda, the last addendum issued shall prevail.
- It is the Bidder's responsibility to ensure receipt of all addenda, and any accompanying documentation. The Bidder is required to submit with its Bid a signed "Acknowledgment of Addenda" form, when any addenda have been issued.

E. Contents of Bid Solicitation and Bidders' Responsibilities

- It is the responsibility of the Bidder to become thoroughly familiar with the Bid requirements, terms and conditions of this solicitation. Pleas of ignorance by the Bidder of conditions that exist or that may exist will not be accepted as a basis for varying the requirements of the County, or the compensation to be paid to the Bidder.
- In the event a Bidder wishes to protest any part of the General Conditions, Special Conditions and/or Technical Specifications contained in the Bid Solicitation it must file a notice of protest in writing with the issuing department no later than 48 hours prior to the Bid opening date and hour specified in the solicitation. Failure to file a timely notice of protest will constitute a waiver of proceedings.
- This solicitation is subject to all legal requirements contained in the applicable County Ordinances, Administrative Orders, and Resolutions, as well as all applicable State and Federal Statutes. Where conflict exists between this Bid Solicitation and these legal requirements, the authority shall prevail in the following order: Federal, State and local.
- It is the responsibility of the Bidder/Proposer, prior to conducting any lobbying regarding this solicitation to file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder/Proposer. The Bidder/Proposer shall also file a form with the Clerk of the Board at the point in time at which a lobbyist is no longer authorized to represent said Bidder/ Proposer. Failure of a Bidder/Proposer to file the appropriate form required, in relation to each solicitation, may be considered as evidence that the Bidder/Proposer is not a responsible contractor.

F. Change or Withdrawal of Bids

- Changes to Bid - Prior to the scheduled Bid opening a Bidder may change its Bid by submitting a new Bid, (as indicated on the cover page) with a letter in writing on the firms letterhead, signed by an

authorized agent stating that the new submittal replaces the original submittal. The new submittal shall contain the letter and all information as required for submitting the original Bid. No changes to a Bid will be accepted after the Bid has been opened.

- Withdrawal of Bid - A Bid shall be irrevocable unless the Bid is withdrawn as provided herein. Only a written letter received by DPM prior to the Bid opening date may withdraw a bid. A bid may also be withdrawn ninety (90) days after the Bid has been opened and prior to award, by submitting a letter to the contact person identified on the front cover of this Bid Solicitation. The withdrawal letter must be on company letterhead and signed by an authorized agent of the Bidder.

G. Conflicts Within The Bid Solicitation

Where there appears to be a conflict between the General Terms and Conditions, Special Conditions, the Technical Specifications, the Bid Submittal Section, or any addendum issued, the order of precedence shall be: the last addendum issued, the Bid Submittal Section, the Technical Specifications, the Special Conditions, and then the General Terms and Conditions.

H. Prompt Payment Terms

- It is the policy of Miami-Dade County that payment for all purchases by County agencies and the Public Health Trust shall be made in a timely manner and that interest payments be made on late payments. In accordance with Florida Statutes, Section 218.74 and Section 2-8.1.4 of the Miami-Dade County Code, the time at which payment shall be due from the County or the Public Health Trust shall be forty-five (45) days from receipt of a proper invoice. The time at which payment shall be due to small businesses shall be thirty (30) days from receipt of a proper invoice. All payments due from the County or the Public Health Trust, and not made within the time specified by this section, shall bear interest from thirty (30) days after the due date at the rate of one percent (1%) per month on the unpaid balance. Further, proceedings to resolve disputes for payment of obligations shall be concluded by final written decision of the County Manager, or his or her designee(s), not later than sixty (60) days after the date on which the proper invoice was received by the County or the Public Health Trust.
- The Bidder may offer cash discounts for prompt payments; however, such discounts will not be considered in determining the lowest price during bid evaluation. Bidders are requested to provide prompt payment terms in the space provided on the Bid submittal signature page of the solicitation.

I.3. PREPARATION OF BIDS

- The Bid submittal form defines requirements of items to be purchased, and must be completed and submitted with the Bid. Use of any other form will result in the rejection of the Bidder's offer.
- The Bid submittal form must be legible. Bidders shall use typewriter, computer or ink. All changes must be crossed out and initialed in ink. Failure to comply with these requirements may cause the Bid to be rejected.
- An authorized agent of the Bidder's firm must sign the Bid submittal form. **FAILURE TO SIGN THE BID SUBMITTAL FORM SHALL RENDER THE BID NON-RESPONSIVE.**
- The Bidder may be considered non-responsive if bids are conditioned to modifications, changes, or revisions to the terms and conditions of this solicitation.
- The Bidder may submit alternate Bid(s) for the same solicitation provided that such offer is allowable under the terms and conditions. The alternate Bid must meet or exceed the minimum requirements and be submitted on a separate Bid submittal marked "Alternate Bid".
- When there is a discrepancy between the unit prices and any extended prices, the unit prices will prevail.
- An optional electronic submittal shall not be considered a part of the bid if it differs in any respect from the required manual submittal in the original hard copy.

I.4. CANCELLATION OF BID SOLICITATION

Miami-Dade County reserves the right to cancel, in whole or in part, any Invitation to Bid when it is in the best interest of the County.

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1.5. AWARD OF BID SOLICITATION

- A. This Bid may be awarded to the responsible Bidder meeting all requirements as set forth in the solicitation. The County reserves the right to reject any and all Bids, to waive irregularities or technicalities and to re-advertise for all or any part of this Bid Solicitation as deemed in its best interest. The County shall be the sole judge of its best interest.
- B. When there are multiple line items in a solicitation, the County reserves the right to award on an individual item basis, any combination of items, total low Bid or in whichever manner deemed in the best interest of the County.
- C. The County reserves the right to reject any and all Bids if it is determined that prices are excessive, best offers are determined to be unreasonable, or it is otherwise determined to be in the County's best interest to do so.
- D. The County reserves the right to negotiate prices with the low bidder, provided that the scope of work of this solicitation remains the same.
- E. Award of this Bid Solicitation will only be made to firms that have completed the Miami-Dade County Business Entity Registration Application and that satisfy all necessary legal requirements to do business with Miami-Dade County. Firms domiciled in Miami-Dade County must present a copy of their Miami-Dade County issued Local Business Tax Receipt.
- F. Pursuant to County Code Section 2-8.1(g), the Bidder's performance as a prime contractor or subcontractor on previous County contracts shall be taken into account in evaluating the Bid received for this Bid Solicitation.
- G. To obtain a copy of the Bid tabulation, Bidder(s) shall enclose an appropriately sized self-addressed stamped envelope or make a request by e-mail. Bid results will not be given by telephone or facsimile.
- H. The Bid Solicitation, any addenda and/or properly executed modifications, the purchase order, and any change order(s) shall constitute the contract.
- I. In accordance with Resolution R-1574-88, the Director of DPM will decide all tie Bids.
- J. Award of this Bid may be predicated on compliance with and submittal of all required documents as stipulated in the Bid Solicitation.
- K. The County reserves the right to request and evaluate additional information from any bidder after the submission deadline as the County deems necessary.

1.6. CONTRACT EXTENSION

- A. The County reserves the right to exercise its option to extend a contract for up to one hundred-eighty (180) calendar days beyond the current contract period and will notify the contractor in writing of the extension.
- B. This contract may be extended beyond the initial one hundred-eighty (180) day extension period upon mutual agreement between the County and the successful Bidder(s) upon approval by the Board of County Commissioners.

1.7. WARRANTY

All warranties express and implied, shall be made available to the County for goods and services covered by this Bid Solicitation. All goods furnished shall be fully guaranteed by the successful Bidder against factory defects and workmanship. At no expense to the County, the successful Bidder shall correct any and all apparent and latent defects that may occur within the manufacturer's standard warranty. The Special Conditions of the Bid Solicitation may supersede the manufacturer's standard warranty.

1.8. ESTIMATED QUANTITIES

Estimated quantities or dollars are for Bidder's guidance only: (a) estimates are based on the County's anticipated needs and/or usage during a previous contract period and; (b) the County may use these estimates to determine the low Bidder. Estimated quantities do not contemplate or include possible additional quantities that may be ordered by other government, quasi-government or non-profit entities utilizing this contract under the Joint Purchase portion of the County User Access Program (UAP) described in Section 2.21 of this contract solicitation and the resulting contract, if that section is present in this solicitation document. No guarantee is expressed or implied as to quantities or dollars that will be used during the contract period. The

County is not obligated to place any order for the given amount subsequent to the award of this Bid Solicitation.

1.9. NON-EXCLUSIVITY

It is the intent of the County to enter into an agreement with the successful Bidder that will satisfy its needs as describe herein. However, the County reserves the right as deemed in its best interest to perform, or cause to be performed, the work and services, or any portion thereof, herein described in any manner it sees fit, including but not limited to: award of other contracts, use of any contractor, or perform the work with its own employees.

1.10. LOCAL PREFERENCE

The evaluation of competitive bids is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to local businesses. A local business shall be defined as:

1. a business that has a valid Local Business Tax Receipt, issued by Miami-Dade County at least one year prior to bid or proposal submission, that is appropriate for the goods, services or construction to be purchased;
2. a business that has physical business address located within the limits of Miami-Dade County from which the vendor operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address; and
3. a business that contributes to the economic development and well-being of Miami-Dade County in a verifiable and measurable way. This may include but not be limited to the retention and expansion of employment opportunities and the support and increase in the County's tax base. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the bid or proposal submission date stated in the solicitation:
 - (a) vendor has at least ten (10) permanent full time employees, or part time employees equivalent to 10 FTE ("full-time equivalent" employees working 40 hours per week) that live in Miami-Dade County, or at least 25% of its employees that live in Miami-Dade County, or
 - (b) vendor contributes to the County's tax base by paying either real property taxes or tangible personal property taxes to Miami-Dade County, or
 - (c) some other verifiable and measurable contribution to the economic development and well-being of Miami-Dade County.

When there is a responsive bid from a Miami-Dade local business within 10% of the lowest price submitted by a responsive non-local business, the local business and the non-local low bidder shall have the opportunity to submit a best and final bid equal to or lower than the amount of the low bid previously submitted by the non-local business.

At this time, there is an interlocal agreement in effect between Miami-Dade and Broward Counties until September 2011. Therefore, a vendor which meets the requirements of (1), (2) and (3) above for Broward County shall be considered a local business pursuant to this Section.

1.11. CONTINUATION OF WORK

Any work that commences prior to and will extend beyond the expiration date of the current contract period shall, unless terminated by mutual written agreement between the County and the successful Bidder, continue until completion at the same prices, terms and conditions.

1.12. BID PROTEST

- A. A recommendation for contract award or rejection of award may be protested by a Bidder in accordance with the procedures contained in Sections 2-8.3 and 2-8.4 of the County Code, as amended, and as established in Administrative Order No.3-21.
- B. A written intent to protest shall be filed with the Clerk of the

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Board and mailed to all participants in the competitive process and to the County Attorney within three (3) County work days of the filing of the County Manager's recommendation. This three-day period begins on the County workday after the filing of the County Manager's recommendation. Such written intent to protest shall state the particular grounds on which it is based and shall be accompanied by a filing fee as detailed in Para C below.

- C. The written intent to protest shall be accompanied by a non-refundable filing fee, payable to the Clerk of the Board, in accordance with the schedule provided below:

<u>Award Amount</u>	<u>Filing Fee</u>
\$25,000-\$250,000	\$500
\$250,001-\$500,000	\$1,000
\$500,001-\$5 million	\$3,000
Over \$5 million	\$5,000

The protester shall then file all pertinent documents and supporting evidence with the Clerk of the Board and mail copies to all participants in the competitive process and to the County Attorney within three (3) County workdays after the filing of a written intent to protest.

- D. For award recommendations greater than \$250,000 the following shall apply:
The County's recommendation to award or reject will be immediately communicated (via mail, fax or email) to all participants in the competitive process and filed with the Clerk of the Board.
- E. For award recommendations from \$25,000 to \$250,000 the following shall apply:
Each County workday, as appropriate, recommendations to award or reject will be posted in the lobby of the Stephen P. Clark Center, located at 111 N.W. 1st Street. Participants may also view recommendations to award on-line at the DPM website or call the contact person as identified on the cover page of the Bid Solicitation.

1.13. RULES, REGULATIONS AND LICENSES

The successful Bidder shall comply with all laws and regulations applicable to provide the goods and/or services specified in this Bid Solicitation. The Bidder shall comply with all federal, state and local laws that may affect the goods and/or services offered.

1.14. PACKAGING

Unless otherwise specified in the Special Conditions or Technical Specifications, all containers shall be suitable for shipment and/or storage and comply with Resolution No. 738-92.

1.15. SUBCONTRACTING

Unless otherwise specified in this Bid Solicitation, the successful Bidder shall not subcontract any portion of the work without the prior written consent of the County. The ability to subcontract may be further limited by the Special Conditions. Subcontracting without the prior consent of the County may result in termination of the contract for default. When Subcontracting is allowed the Bidder shall comply with County Resolution No. 1634-93, Section 10-34 of the County Code and County Ordinance No. 97-35.

1.16. ASSIGNMENT

The successful Bidder shall not assign, transfer, hypothecate, or otherwise dispose of this contract, including any rights, title or interest therein, or its power to execute such contract to any person, company or corporation without the prior written consent of the County.

1.17. DELIVERY

Unless otherwise specified in the Bid Solicitation, prices quoted shall be F.O.B. Destination. Freight shall be included in the proposed price.

1.18. RESPONSIBILITY AS EMPLOYER

The employee(s) of the successful Bidder shall be considered to be at all times its employee(s), and not an employee(s) or agent(s) of the County or any of its departments. The successful Bidder shall provide competent and physically employee(s) capable of performing the work as required. The County may require the successful Bidder to remove any employee it deems unacceptable. All employees of the successful

Bidder shall wear proper identification.

1.19. INDEMNIFICATION

The successful Bidder shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorney's fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of the agreement by the successful Bidder or its employees, agents, servants, partners, principals or subcontractors. The successful Bidder shall pay all claims and losses in connection therewith, and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may be incurred thereon. The successful Bidder expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the successful Bidder shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

1.20. COLLUSION

A contractor recommended for award as the result of a competitive solicitation for any County purchases of supplies, materials and services (including professional services, other than professional architectural, engineering and other services subject to Sec. 2-10.4 and Sec. 287.055 Fla Stats.), purchase, lease, permit, concession or management agreement shall, within five (5) business days of the filing of such recommendation, submit an affidavit under the penalty of perjury, on a form provided by the County: stating either that the contractor is not related to any of the other parties bidding in the competitive solicitation or identifying all related parties, as defined in this Section, which bid in the solicitation; and attesting that the contractor's proposal is genuine and not sham or collusive or made in the interest or on behalf of any person not therein named, and that the contractor has not, directly or indirectly, induced or solicited any other proposer to put in a sham proposal, or any other person, firm, or corporation to refrain from proposing, and that the proposer has not in any manner sought by collusion to secure to the proposer an advantage over any other proposer. In the event a recommended contractor identifies related parties in the competitive solicitation its bid shall be presumed to be collusive and the recommended contractor shall be ineligible for award unless that presumption is rebutted in accordance with the provisions of Sec. 2-8.1.1. Any person or entity that fails to submit the required affidavit shall be ineligible for contract award.

- A. The Collusion Affidavit will be included in all solicitations and will be requested from bidders/proposers once bids/proposals are received and evaluated.
- B. Failure to provide a Collusion Affidavit within 5 business days after the recommendation to award has been filed with the Clerk of the Board shall be cause for the contractor to forfeit their bid bond.

1.21. MODIFICATION OF CONTRACT

The contract may be modified by mutual consent, in writing through the issuance of a modification to the contract, purchase order, change order or award sheet, as appropriate.

1.22. TERMINATION FOR CONVENIENCE

The County, at its sole discretion, reserves the right to terminate this contract without cause upon thirty (30) days written notice. Upon receipt of such notice, the successful Bidder shall not incur any additional costs under this contract. The County shall be liable only for reasonable costs incurred by the successful Bidder prior to notice of termination. The County shall be the sole judge of "reasonable costs."

1.23. TERMINATION FOR DEFAULT

The County reserves the right to terminate this contract, in part or in whole, or place the vendor on probation in the event the successful Bidder fails to perform in accordance with the terms and conditions stated herein. The County further reserves the right to suspend or debar the successful Bidder in accordance with the appropriate County

SECTION 1 GENERAL TERMS AND CONDITIONS

TELECOM SERVICES, EQUIPMENT, AND MATERIALS (PRE-QUALIFICATION POOL)

ordinances, resolutions and/or administrative orders. The vendor will be notified by letter of the County's intent to terminate. In the event of termination for default, the County may procure the required goods and/or services from any source and use any method deemed in its best interest. All re-procurement cost shall be borne by the successful Bidder.

1.24. FRAUD AND MISREPRESENTATION

Pursuant to Section 2-8.4.1 of the Miami-Dade County Code, any individual, corporation or other entity that attempts to meet its contractual obligations with the County through fraud, misrepresentation or material misstatement, may be debarred for up to five (5) years. The County as a further sanction may terminate or cancel any other contracts with such individual, corporation or entity. Such individual or entity shall be responsible for all direct or indirect costs associated with termination or cancellation, including attorney's fees.

1.25. ACCESS TO RECORDS

The County reserves the right to require the Contractor to submit to an audit by Audit and Management Services, the Commission Auditor, or other auditor of the County's choosing at the Contractor's expense. The Contractor shall provide access to all of its records, which relate directly or indirectly to this Agreement at its place of business during regular business hours. The Contractor shall retain all records pertaining to this Agreement and upon request make them available to the County for three years following expiration of the Agreement. The Contractor agrees to provide such assistance as may be necessary to facilitate the review or audit by the County to ensure compliance with applicable accounting and financial standards.

1.26 OFFICE OF THE INSPECTOR GENERAL

Miami-Dade County has established the Office of the Inspector General, which is authorized and empowered to review past, present, and proposed County and Public Health Trust programs, contracts, transactions, accounts, records and programs. The Inspector General (IG) has the power to subpoena witnesses, administer oaths, require the production of records and monitor existing projects and programs. The Inspector General may, on a random basis, perform audits on all County contracts. The cost of random audits shall be incorporated into the contract price of all contracts and shall be one quarter (1/4) of one (1) percent of the contract price, except as otherwise provided in Section 2-1076 of the County Code.

1.27 PRE-AWARD INSPECTION

The County may conduct a pre-award inspection of the bidder's site or hold a pre-award qualification hearing to determine if the bidder is capable of performing the requirements of this bid solicitation.

1.28 PROPRIETARY/CONFIDENTIAL INFORMATION

Bidders are hereby notified that all information submitted as part of, or in support of bid submittals will be available for public inspection after opening of bids in compliance with Chapter 119 of the Florida Statutes; popularly known as the "Public Record Law." The bidder shall not submit any information in response to this invitation, which the bidder considers to be a trade secret, proprietary or confidential. The submission of any information to the County in connection with this invitation shall be deemed conclusively to be a waiver of any trade secret or other protection, which would otherwise be available to the bidder. In the event that the bidder submits information to the County in violation of this restriction, either inadvertently or intentionally and clearly identifies that information in the bid as protected or confidential, the County shall endeavor to redact and return that information to the bidder as quickly as possible, and if appropriate, evaluate the balance of the bid. The redaction or return of information pursuant to this clause may render a bid non-responsive.

1.29. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)

Any person or entity that performs or assists Miami-Dade County with a function or activity involving the use or disclosure of "individually identifiable health information (IIHI) and/or Protected Health Information (PHI) shall comply with the Health Insurance Portability and Accountability Act (HIPAA) of 1996 and the Miami-Dade County Privacy Standards Administrative Order. HIPAA mandates for privacy,

security and electronic transfer standards that include but are not limited to:

1. Use of information only for performing services required by the contract or as required by law;
2. Use of appropriate safeguards to prevent non-permitted disclosures;
3. Reporting to Miami-Dade County of any non-permitted use or disclosure;
4. Assurances that any agents and subcontractors agree to the same restrictions and conditions that apply to the Bidder/Proposer and reasonable assurances that IIHI/PHI will be held confidential;
5. Making Protected Health Information (PHI) available to the customer;
6. Making PHI available to the customer for review and amendment; and incorporating any amendments requested by the customer;
7. Making PHI available to Miami-Dade County for an accounting of disclosures; and
8. Making Internal practices, books and records related to PHI available to Miami-Dade County for compliance audits.

PHI shall maintain its protected status regardless of the form and method of transmission (paper records, and/or electronic transfer of data). The Bidder/ Proposer must give its customers written notice of its privacy information practices including specifically, a description of the types of uses and disclosures that would be made with protected health information.

1.30. CHARTER COUNTY TRANSIT SYSTEM SALE SURTAX

When proceeds from the Charter County Transit System Sales Surtax levied pursuant to Section 29.121 of the Code of Miami-Dade County are used to pay for all or some part of the cost of this contract, no award for those portions of a Blanket Purchase Order (BPO) utilizing Charter County Transit System Sales Surtax funds as part of a multi-department contract, nor a contract utilizing Charter County Transit System Surtax funds shall be effective and thereby give rise to a contractual relationship with the County for purchases unless and until both the following have occurred: 1) the County Commission awards the contract, and such award becomes final (either by expiration of 10 days after such award without veto by the Mayor, or by Commission override of a veto); and, 2) either, i) the Citizens' Independent Transportation Trust (CITT) has approved inclusion of the Surtax funding on the contract, or, ii) in response to the CITT's disapproval, the County Commission reaffirms award of the contract by two-thirds (2/3) vote of the Commission's membership and such reaffirmation becomes final. Notwithstanding the other provisions of Section 1.30, award of an allocation for services in support of the CITT's oversight which does not exceed \$1000 will not require Commission or CITT approval and may be awarded by the Executive Director of the OCITT

1.31 LOBBYIST CONTINGENCY FEES

A) In accordance with Section 2-11.1(s) of the Code of Miami-Dade County, after May, 16, 2003, no person may, in whole or in part, pay, give or agree to pay or give a contingency fee to another person. No person may, in whole or in part, receive or agree to receive a contingency fee.

B) A contingency fee is a fee, bonus, commission or non-monetary benefit as compensation which is dependant on or in any way contingent upon the passage, defeat, or modification of: 1) any ordinance, resolution, action or decision of the County Commission; 2) any action, decision or recommendation of the County Manager or any County board or committee; or 3) any action, decision or recommendation of any County personnel during the time period of the entire decision-making process regarding such action, decision or recommendation which foreseeably will be heard or reviewed by the County Commission or a County board or committee.

1.32 COMMISSION AUDITOR – ACCESS TO RECORDS

Pursuant to Ordinance No. 03-2, all vendors receiving an award of the contract resulting from this solicitation will grant access to the Commission Auditor to all financial and performance related records, property, and equipment purchased in whole or in part with government funds.

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2.1 PURPOSE

The purpose of this solicitation is to pre-qualify vendors by group for future spot market telecommunications installation services, equipment and material purchases. This solicitation will establish six (6) defined groups of pre-qualified telecommunications vendors to be used on an as needed when needed basis to meet ongoing County requirements. Vendors will be pre-qualified each of the following six (6) award Groups:

- Group 1 – Inside Cabling Installation, Maintenance and Repairs
- Group 2 – Outside Plant Installation, Maintenance and Repairs
- Group 3 - Wireless Systems Installation, Maintenance and Repair
- Group 4 - Telephone Equipment and Related Accessories
- Group 5 - Wiring, Cables and Installation Hardware
- Group 6 – Priority Telecom Installation Services

2.2 SMALL BUSINESS CONTRACT MEASURES – BID PREFERENCE

A Small Business Enterprise (SBE) bid preference applies to this solicitation.

A 10% percent bid preference shall apply to contracts \$1 million or less and 5% percent on contracts greater than \$1 million. A SBE/Micro Business Enterprise must be certified by the Department of Business Development (DBD) for the type of goods and/or services the Enterprise provides in accordance with the applicable Commodity Code(s) for this solicitation. For certification information, contact the Department of Small Business Development at 305-375-3111 or access <http://www.miamidade.gov/sba/home.asp>.

The SBE/Micro Business Enterprise must be certified by bid submission deadline, at contract award and for the duration of the contract to remain eligible for the preference.

2.3 PRE-BID CONFERENCE: INTENTIONALLY OMITTED

2.4 TERMS OF CONTRACT: TWENTY-FOUR (24) MONTHS

This contract will commence on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award letter, which is distributed by the County's Department of Procurement Management, Technical Services Division; and contingent upon the completion and submittal of all required bid documents. This contract shall remain in effect for twenty-four (24) months provided that the services rendered during the contract period are satisfactory and that county funding is available as appropriated on an annual basis and upon completion of the expressed and/or implied warranty period.

2.5 OPTION TO RENEW FOR THREE (3) ADDITIONAL TWENTY-FOUR MONTH TERMS:

The initial contract terms and conditions resultant from this solicitation shall prevail for an initial twenty-four (24) month period from this contract's initial effective date. Prior to, or upon completion, of that initial term, the County shall have the option to renew this contract for three (3) additional twenty-four (24) month terms. Continuation of the contract beyond the initial period, and any option subsequently exercised, is a County prerogative, and not a

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right of the vendor. This prerogative may be exercised only when such continuation is clearly in the best interest of the County.

Should the vendor decline the County's right to exercise the option period, the County will consider the vendor in default which decision shall affect that vendor's eligibility for future contracts.

2.6 METHOD OF AWARD: PRE-QUALIFIED BIDDERS BY GROUP TO PARTICIPATE IN SPOT MARKET QUOTATIONS

Award of this contract will be made to the all responsive, responsible bidders who meet all the pre-qualification requirements as listed in Section 2.6.2 Pre-qualification Criteria and based on the evaluation of information provided by Vendors under Section 4.0 Bid Submittal. Awarded bidders shall be pre-qualified in order to participate in future spot market purchases as required by the County on either an "as needed" or periodic basis.

The County shall utilize a standard Request for Quotation (RFQ) procedure based on best practices referred to in Section 2.7, "Pricing based on Request for Quotation (RFQ)", to conduct these spot market purchases.

During the term of this contract and any subsequent renewals as defined under Section 2.5, the County reserves the right to add vendors. If the County elects to add vendors, they must meet the same minimum qualifications established in this solicitation.

2.6.1 GROUP CATEGORIES

Group 1- **Cabling Installation and Repair Services:** Projects awarded under this category will require the successful bidder to install, maintain or repair structured cabling sub-systems supporting multiple voice, data, video and multimedia systems from various manufacturers. Awarded vendors may also be requested to provide necessary materials and equipment where a turn-key approach for both goods and services for a specific project is being taken.

Group 2 – **Outside Plant Installation and Maintenance:** Projects awarded under this category will require that the successful bidder provide qualified telecom installation services in connection to specific of Outside Plant (OSP) projects. Services may also include engineering, design and project management of new OSPs and repair and maintenance of existing OSPs. Awarded vendors may also be requested to provide necessary materials and equipment where a turn-key approach for both goods and services for a specific project is being taken

Group 3 - **Wireless Network Connection Services:** Projects awarded under this category will involve installation and maintenance of wireless network connection points. Services may also include providing necessary Radio Access Network (RAN) equipment, including wireless transmitters, antennas and associated components to create and maintain wireless local networks. Services may include surveying, engineering design, equipment grounding, installation and basic network integration services for new connections.

Group 4 - **Telephone Equipment and Related Accessories:** Awarded Vendors will be asked to respond to the RFQ process for a defined and fully specified list of

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Equipment. This will include but not limited to single and multi-line telephone desksets; telephone answering machines; wireless telephones; elevator phones; telephone headsets; conference phones; voice over IP (VOIP) systems and accessories.

Group 5 - Wiring, Cabling and Installation Hardware: Awarded Vendors will be asked to respond to the RFQ process for a defined and specified list of Materials or Hardware. This will include but is not limited to voice and data grade copper wire; fiber optic cable; telephone and network patch cables; voice and data wall jacks, plates and connectors; patch panels; cable racks and wire management systems; technician installation tools and testing devices; safety equipment.

Group 6 - Priority Telecom Installation Services: The ongoing requirement for support of the County's Telecommunication and Network Infrastructure covers a large spectrum range of activities. These activities range from small requirements to implement minor changes or upgrades to large and complex turn-key projects.

The County has identified an internal need to execute time sensitive work orders for standard additions, movement of equipment or changes to existing work environment, on an expedited basis. These work orders will typically be those deemed by the authorized client department that impact vital County operations. The timely execution of such work would require the services of pre-qualified telecommunication contractors.

2.6.2 GROUP PREQUALIFICATION CRITERIA

2.6.2.1 Group 1 - Cabling Installation and Repair Services: Award under Group 1 of this contract will be made to all responsive, responsible vendors who meet the following minimum qualifications:

A) Bidders shall demonstrate that they have provided inside cabling services for a minimum of two (2) years to organizations of similar size as Miami-Dade County. Additionally, bidders must provide at least three (3) client references indicating experience in inside cable installation and repairs and in at least two of the three areas listed below:

1. Large scale customer service call centers, i.e. E-911, 311 or similar private or public call center operations
2. Prisons, jails, or high security facilities
3. Permit pulling experiences for projects involving installation of:
 - i. Electrical Systems
 - ii. Low Voltage Systems
 - iii. Public Right of Ways

B) Business references from two (2) major structured cabling system manufacturers or distributors. References must indicate that bidder is trained and/or certified by the manufacturer to install, test and maintain cabling systems and can provide warranty support on cables installed under the contract. Business references provided must meet the following criteria:

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- Any cabling system material or related components to be supplied must meet current Telecommunication Industry Association (TIA) standards for performance and warranty.

- C) Bidders or qualified subcontractors shall provide documentation demonstrating that they employ a minimum of: one (1) Registered Communications Distribution Designer (RCDD) certified by and in current good standing with the Building Industry Consulting Service Industry (BISCI). The RCDD must be a direct full time employee of the successful bidder or the qualified subcontractor. In order to remain qualified, vendors must have an employee(s) with this certification during the term of the contract. The names of technicians and copies of the required certifications must be presented with the response.

Additionally, bidders must indicate the ability to provide adequate resources with the experience and qualifications to successfully perform work that will be awarded under this contract as defined in Section 3, Technical Specifications. The successful bidders must be capable of supplying telecom installation and related services under the trade labor classifications labor listed below:

1. Telephone Technician
2. Data Technician
3. Cable Splicer
4. Telecommunications Customer Service Representative
5. Telephone Engineer
6. Data Engineer
7. Electrician
8. Grounding Specialist

2.6.2.2 Group 2 – Outside Plant Installation and Maintenance – Awards under Group 2 will be made to all responsive, responsible vendors who meet the following minimum qualifications:

- A) Demonstrate experience in providing the types of products and services described herein, for Group 2, for organizations of similar size and scope as Miami-Dade County. Respondents shall include with their proposal, a list of comparable contracts for the types of outside plant services described under Section 3, Technical Specifications, for Group 2. Bidders must demonstrate that they have provided outside plant services for a minimum of two (2) years.
- B) Vendors must submit at least three (3) Commercial business or Government agency references. These references must indicate that respondent has successfully provided Outside Plant (OSP) installation and maintenance services, including OSP design, engineering, and construction in accordance with BICSI Telecommunications Distribution Methods.
- C) Documented evidence that bidder is a Certified Outside Plant Installer for at least one manufacturer. Certification shall enable bidder to provide warranty support for the manufacturer's equipment installed under the contract awarded.

Additionally, vendors shall have a certified Outside Plant Designer or Engineer in current good standing with the BISCI on staff during the term of the contract. The names of technicians and copies of the applicable certifications must be submitted with the bid response. Successful bidders must indicate the

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capabilities to consistently supply telecom installation and related services under the trade labor classifications listed below:

1. OSP Engineer
2. OSP Installer
3. OSP Specialist
4. OSP Certified Project Manager
5. Cable Splicer
6. Telecommunications Customer Service Representative
7. Electrician
8. Grounding Specialist

2.6.2.3 Group 3 – Wireless Network Connection Services – Awards under Group 3 will be made to all responsive, responsible vendors who meet the following minimum qualifications:

- A) Demonstrate experience in providing the types of products and services, described herein for Group 3, to organizations of similar size and scope as Miami-Dade County. Respondents shall include with their bid response, a list of comparable contracts for the types of wireless network connection services described under Section 3, Technical Specification, for Group 3. Bidders shall demonstrate a minimum of two (2) years of wireless services experience. Additionally, bidders must submit at least three (3) Commercial Business or Government Agency references. These references must indicate respondent has successfully provided these types of services and identified the OEM equipment installed and serviced.
- B) Business references from at least two (2) large manufacturers or suppliers of wireless equipment indicating bidder's capacity to supply wireless transmission equipment, antennas and other equipment for a wireless system of similar size as Miami-Dade County. References must indicate whether warranty requirements mandate installation by the Original Equipment Manufacturer (OEM) or OEM Certified Technicians. References provided must be from the manufacturers whose equipment, at a minimum, meets the qualification criteria listed below:
 - i. 200 Mbps Wireless Broadband Point-to-Point (PTP) Radio Transmitters (Minimum);
 - ii. Wireless high-gain antenna for fixed or building mounting;
 - iii. Associated wireless equipment necessary for installation of point-to point wireless network of the size and scope of the current Miami-Dade County Wireless Network.
- C) Vendors must have a Wireless Radio Frequency (RF) Designed Engineer on staff and in good standing with BICSI during the term of the contract. Name of the engineer and evidence of applicable licenses must be submitted with the bid response. Additionally, bidders must provide adequate resources with the experience and qualifications to successfully perform work to be awarded under the contract. At minimum, bidders must provide the trade classifications listed below:

1. Radio Frequency (RF) Surveyors
2. Wireless Installer Technicians
3. Wireless Installer Engineers
4. Structural Engineer

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- 5. Telecommunication Customer Services Representative
- 6. Electrician
- 7. RF Engineer
- 8. Grounding Specialist

2.6.2.4 Group 4 – Telephone Equipment and Related Accessories – Awards under Group 4 will be made to all responsive, responsible vendors who meet the following minimum qualifications:

- A) Vendors must provide at least three (3) account references that have been supplied with similar products as referred to in Sections 2.6, 3.3.4 and 4.0 for Group 4 for a period not less than (1) year.
- B) Vendors must have an active web page where a list of current products and the manufacturers they represent can be viewed. Bidders must also provide a Product line card or Company letter confirming they are cable of providing products referenced as typical County requirements under Section 3.4 Telecommunication Materials, Equipment and related accessories.
- C) Bidders must have the ability to respond to the County's spot market Request for Quotations (RFQ), Monday through Friday between the hours of 8:00am to 5:00pm Eastern Standard Time by electronic means (i.e. Fax or e-mail).
- D) Bidders must have a warehouse facility located in South Florida* or can otherwise commit to overnight deliveries as may be required by Miami-Dade County. **(*Note: South Florida is defined as offices being located in Miami-Dade, Broward, West Palm Beach, Monroe, or Collier County.)**

2.6.2.3 Group 5 – Wireless, Cabling and Installation – Awards under Group 5 will be made to all responsive, responsible vendors who meet the following minimum qualifications:

- A) Vendors must provide at least three (3) account references that have been supplied with similar products as referred to in Sections 2.6, 3.3.5 and 4.0 for Group 5 for a period not less than (1) year.
- B) Vendors must have an active web page where a list of current products and the manufacturers they represent can be viewed. Bidders must also provide a Product line card or Company letter confirming they are cable of providing products referenced as typical County requirements under Section 3.4 Telecommunication Materials, Equipment and related accessories
- C) Vendors must have the ability to respond to the County's spot market Request for Quotations (RFQ), Monday through Friday between the hours of 8:00am to 5:00pm, Eastern Standard Time by electronic means (i.e. Fax or e-mail).
- D) Vendors must have a warehouse facility located in South Florida* or can otherwise commit to daily deliveries as may be required by Miami-Dade County. **(*Note: South Florida is defined as offices being located in Miami-Dade, Broward, West Palm Beach, Monroe, or Collier County.)**

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2.6.2.4 Group 6 – Priority Telecom Installation Services – Awards under Group 6 will be made to all responsive, responsible vendors who meet the following minimum qualifications:

- A) Bidders must meet requirements listed under Group 1 defined in section 2.6.2.1 in items A through D Cabling installation and repair services.
- B) Bidders provide installation labor rates based on worker classification data listed in Section 3.0 Technical Specifications and complete the table in Section 4.1.4 for Group 1 – Contractor labor rates.

Work that may be completed using this award group will not be competed through the spot market Request for Quotation (RFQ) process. The County shall have the option of awarding priority projects less than \$10,000 deemed critical to County operations that requires an expedited completion of work by one of the five (5) highest ranked vendors meeting the project requirements.

This award group ranking shall consist of a maximum of five (5) vendors and will be initially established based on the lowest responsive, responsible bids submitted on hourly shop labor rates for the technical job classification lists shown on Sections 4.1.4, (Group 1, Cabling) To be considered as responsive, bidders must also meet the qualifications requirements for the specific group as defined in Section 2.6.2 covering general prequalification criteria.

In such work order cases, the primary vendor (Highest ranked) will be contacted by the County and shall have the first opportunity to perform the required work. Should the primary vendor not be available, unable or unwilling to perform the requested work, the County will then contact the secondary vendor with the same request and then the tertiary vendor until a ranked vendor is identified to meet project scope and timeline requirements.

Vendors awarded work based on this ranking system shall be allowed to provide equipment and materials when so requested by the County. Vendors shall be entitled to claim reimbursement for such items and include a service fee not to exceed 10% above their costs. Vendor must also comply with provisions of section 2.15 Method of Payment to be entitled to reimbursement and compensation.

Award Group 6 – Periodic Update Process

The vendor ranking system for time sensitive project work in each of these award groups shall remain in effect for a period of up to six (6) months from the effective contract date. Prior the expiration of this period, the Department of Procurement Management (DPM) will provide all pre-qualified Vendors with an opportunity to submit the appropriate information to be evaluated for the next six (6) month period. Following evaluation of pricing information, Vendors will be notified of the ranking order for the next successive period. This process will be repeated for the initial term of the contract and any/all renewals as exercised by the County.

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2.7 PRICES SHALL BE ESTABLISHED IN ACCORDANCE WITH TECHNICAL SPECIFICATIONS AND THE COUNTY'S REQUEST FOR QUOTATION (RFQ):

If the Bidder is pre-qualified under this solicitation, the prices offered by the vendor during the Request for Quote (RFQ) process shall be accepted in accordance with the provisions established in Section 3 of this solicitation entitled "Technical Specifications".

Request for Quotation (RFQ) Procedures

In accordance with standard County procurement guidelines for pre-qualification (pool) contracts, authorized user departments will conduct a Request for Quotation (RFQ) process among pre-qualified vendors in the award group specific to the spot market solicitation requirements. Each set of RFQ documents issued by authorized County user departments will specify all relevant facts related to the specific spot market requirement. This process will include pre-qualified vendors in the specific award group being utilized.

The County reserves the right to reject any and all price quotations, and procure the goods elsewhere if the pricing offered are deemed unreasonable. The County reserves the right to determine what is considered an unreasonable price.

The County reserves the right to transact aggregate purchases projected to be under \$500.00 upon availability, and where no group RFQ are issued where the operational requirement warrants expedited action. In critical situations for purchases over \$500, availability may be the deciding factor for the basis of award. For critical operational projects, the competitive process may be waived by the County, provided that the County will seek to reach an equitable award distribution among vendors in cases like these.

2.8 EXAMINATION OF COUNTY FACILITIES AND INSPECTION OF COUNTY EQUIPMENT

Groups 1 through 3: The County reserves the right to schedule and require pre-qualified vendors to visit County facilities as a basis for eligibility to participate in the Request for Quotation process. Vendors will be notified in writing of this requirement when such examination or inspection is deemed necessary.

PROJECT SITE VISITS (Groups 1, 2 and Group 3)

For identified Projects or installation services, the Scope of Work (SOW) may require a **mandatory site visit** before submitting spot market quote(s) or detailed price proposal.. The purpose of such a required visit will be to become familiar with conditions in work area which may in any manner affect the work to be performed or affect the cost of the project in any manner. All communications during these visits shall be in accordance with the County Ordinance covering the Cone of Silence. These site visits may be considered mandatory and will be scheduled by the County on the Request for Quotation (RFQ) document distributed to all pre-qualified bidders. If site visits are defined as mandatory on the spot market solicitation documents, attending these visits will be a condition of award.

Pre-Qualified Vendors that are notified of this requirement will be expected to carefully examine any/all drawings and specifications and to become thoroughly aware regarding any and all conditions and requirements that may in any manner affect the work to be performed

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under the contract. No additional allowances will be made because of lack of knowledge of these conditions.

In providing spot market responses, bidders are presumed to have become familiar with all requirements contained in this solicitation and any subsequent addenda, or as may have been discussed during applicable site visits. In providing an offer to the County it shall be understood, you agree to perform and comply with all specified requirements

2.9 “EQUAL” PRODUCT – INTENTIONALLY OMITTED

2.10 LIQUIDATED DAMAGES – INTENTIONALLY OMITTED

2.11 INDEMNIFICATION AND INSURANCE (1) GENERAL SERVICE AND MAINTENANCE (GROUPS 1 THROUGH 3 AND 6 ONLY)

Provider shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Provider or its employees, agents, servants, partners principals or subcontractors. Provider shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Provider expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Provider shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The vendor shall furnish to the Vendor Assistance Section, Department of Procurement Management, Administration Division, 111 NW 1st Street, Suite 1300, Miami, Florida 33128, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the vendor as required by Florida Statute 440.
- B. Public Liability Insurance on a comprehensive basis in an amount not less than \$300,000 combined single limit per occurrence for bodily injury and property damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$300,000 combined single limit per occurrence for bodily injury and property damage.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

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The company must be rated no less than "B" as to management, and no less than "Class V" as to financial strength, by the latest edition of Best's Insurance Guide, published by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

or

The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida" issued by the State of Florida Department of Insurance and are members of the Florida Guaranty Fund. Certificates will indicate no modification or change in insurance shall be made without thirty (30) days in advance notice to the certificate holder.

NOTE: DADE COUNTY SOLICITATION NUMBER AND TITLE OF SOLICITATION MUST APPEAR ON EACH CERTIFICATE.

CERTIFICATE HOLDER MUST READ: MIAMI-DADE COUNTY
111 NW 1st STREET
SUITE 1300
MIAMI, FL 33128

Compliance with the foregoing requirements shall not relieve the vendor of his liability and obligation under this section or under any other section of this agreement.

Issuance of a purchase order is contingent upon the receipt of the insurance documents within fifteen (15) calendar days after Board of County Commission approval. If the insurance certificate is received within the specified time frame but not in the manner prescribed in this solicitation, the vendor shall be verbally notified of such deficiency and shall have an additional five (5) calendar days to submit a corrected certificate to the County. If the vendor fails to submit the required insurance documents in the manner prescribed in this solicitation within twenty (20) calendar days after Board of Commission approval, the vendor shall be in default of the contractual terms and conditions and shall not be awarded the contract. Under such circumstances, the vendor may be prohibited from submitting future Proposal to the County in accordance with Section 1.0, paragraph 1.22 of the General Terms and Conditions.

The vendor shall be responsible for assuring that the insurance certificate required in conjunction with this Section remain in force for the duration of the contractual period; including any and all option years that may be granted to the vendor in accordance with Section 2.5 of this solicitation. If insurance certificates are scheduled to expire during the contractual period, the vendor shall be responsible for submitting new or renewed insurance certificates to the County at a minimum of thirty (30) calendar days in advance of such expiration. In the event that expired certificates are not replaced with new or renewed certificates which cover the contractual period, the County shall suspend the contract until such time as the new or renewed certificates are received by the County in the manner prescribed in the solicitation; provided, however, that this suspended period does not exceed thirty (30) calendar days. If such suspension exceeds thirty (30) calendars days, the

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County may, at its sole discretion, terminate this contract for cause and seek re-procurement damages from the vendor in accordance with Section 1.0, paragraph 1.22 of this solicitation.

2.12 BID GUARANTY – INTENTIONALLY OMITTED

2.13 PERFORMANCE BOND – INTENTIONALLY OMITTED

2.14 CERTIFICATIONS AND LICENSES FOR TRADES

In accordance with the provisions of Miami-Dade County's Charter, professional contractors performing services in/or for Miami-Dade County must show that they have been duly licensed by the Qualifications Board of the County or the State of Florida where applicable, prior to being awarded a contract by the County.

2.15 METHOD OF PAYMENT: INVOICES FOR COMPLETED WORK AND PURCHASES

Groups 1 through 3 and 6: Project Work or Installation Services

Unless otherwise stated on the Project Request for Quotation (RFQ) document, payment request shall be initiated by vendors only upon completion and County acceptance of the work. Completion of work shall be clearly defined by the County user department on each spot market opportunity. Awarded vendor(s) shall submit an invoice that reflects the total value of the specific project. Vendor invoices shall be submitted to the requesting County user department(s) in accordance with work that is referenced on the corresponding County project purchase order. .

Payment shall be authorized only after the awarded vendor has satisfied all liabilities to the material suppliers and sub-contractors used on the project. The County reserves that right to request and receive documentation of payments to all suppliers and subcontractors used in a project awarded under this contract. It will be the awarded vendor responsibility to resolve payment and performance issues with subcontractor. Should sub-contractor(s) contact the County with payment claims against the awarded vendor, it will be the awarded vendor's responsibility to resolve the issue within 45 days. Sub-contractor payment issues not resolved after 45 days may result in suspension of future awards until the issue with the subcontractor(s) are resolved.

Purchase Orders issued to an awarded vendors for projects that include installation services and the supply of equipment and/or materials, have additional billing requirements. Labor and materials must be clearly delineated where allowable "cost plus designated mark-up percentage" applies. The awarded vendor must certify that the invoices submitted for payment are only for actual costs directly attributable to the services authorized by the County Support documentation must be provided with the request for payment. If requested, contractors must also provide copies of payroll distribution, receipts, invoices, and other related documents to verify that the charges are consistent with contract terms and conditions and in accordance with the quotation submitted for the project. Should standard review of documents submitted to the user department indicate amounts that appear excessive, the County reserves the right to request cost justification and adjustment to the amount invoiced prior to payment

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Groups 4 and 5: Purchased Equipment, Materials and Delivered Goods

The vendor(s) shall submit an invoice(s) to the County user department(s) after deliveries have been completed or the specific item(s) were picked up by authorized County personnel. In addition to the general invoice requirements set forth below, the invoices shall reference the corresponding delivery ticket number or packing slip number that was signed by an authorized representative of the County user department at the time the items were delivered and accepted. Submittal of these periodic invoices shall not exceed thirty (30) calendar days from the delivery of the items. Under no circumstances shall the invoices be submitted to the County in advance of the delivery and acceptance of the items.

County Invoice Requirements (General – All Award Groups)

All invoices shall contain the following basic information:

I. Vendor Information:

- The name of the business organization as specified on the contract between Miami-Dade County and vendor
- Date of invoice
- Invoice number
- Vendor's Federal Identification Number on file with Miami-Dade County

II. County Information:

- Miami-Dade County Release Purchase Order or Small Purchase Order Number
- Request for Quotation Number

III. Pricing Information:

- Unit price of the goods, services or property provided
- Extended total price of the goods, services or property
- Applicable discounts

IV. Goods or Services Provided per Contract:

- Description
- Quantity

V. Delivery Information:

- Delivery terms set forth within the Miami-Dade County Release Purchase Order or the request for quotation.
- Location and date of delivery of goods, services or property

VI. Failure to Comply:

- Failure to submit invoices in the prescribed manner will delay payment

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2.16 SHIPPING TERMS: F.O.B. DESTINATION

All bidders shall quote prices based on F.O.B. Destination and shall hold title to the goods until such time as they are delivered to, and accepted by, an authorized County representative at their respective offices.

The County reserves the right to substitute the delivery location at any time.

2.17 DELIVERY REQUIREMENTS

All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes shall be adhered to by the vendor(s); except in such cases where the delivery will be delayed due to acts of God, strikes, or other causes beyond the control of the vendor. In these cases, the vendor shall notify the County of the delays in advance of the original delivery date so that a revised delivery schedule can be appropriately considered by the County.

Should the vendor(s) to whom the contract(s) is awarded fail to deliver in the number of days stated above, the County reserves the right to cancel the contract on a default basis after any back order period that has been specified in this contract has lapsed. If the contract is so terminated, it is hereby understood and agreed that the County has the authority to purchase the goods elsewhere and to charge the incumbent vendor with any re-procurement costs. If the vendor fails to honor these re-procurement costs, the County may terminate the contract for default.

Certain County employees may be authorized in writing to pick-up materials under this contract. Vendors shall require presentation of this written authorization. The vendor shall maintain a copy of the authorization. If the vendor is in doubt about any aspect of material pick-up, vendor shall contact the appropriate user department to confirm the authorization.

2.18 BACK ORDER DELAYS IN DELIVERY SHALL NOT BE ALLOWED

The County may not allow any late deliveries attributed to product back order situations under this contract. Accordingly, the vendor is required to deliver all items to the County within the time frame specified in the Request for Quotation. No grace period on account of back order situations shall be honored, unless written authorization is issued by the user department, and a new delivery date is mutually established.

In the event that the vendor fails to deliver the products within the time specified, the County reserves the right to cancel the order, seek the items from another vendor, and charge the incumbent vendor for any re-procurement costs. If the vendor fails to honor these re-procurement costs, the County may terminate the contract for default.

2.19 WARRANTY

At a minimum, bidders shall warrant new parts or components against faulty labor and/or defective materials for a period of at least ninety (90) days after the date of acceptance of the parts or devices by the County. If the OEM provides a warranty beyond ninety (90) days, the County shall be entitled to receive such warranty. This warranty requirement shall remain in force for the full period identified above; regardless of whether the bidder is under

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contract with the County at the time of defect. Any payment by the County on behalf of the goods or services received from the bidders does not constitute of waiver of these warranty provisions.

If parts or components covered under warranty become defective and must be repaired and/or replaced by the bidder, the bidder hereby understands and agrees to complete the repairs or re-supply the required parts or devices, at no cost to the County. If the bidder is a reseller of OEM products, any interaction with the OEM related to products under warranty is the responsibility of the bidder.

The County shall have the option of returning orders by notifying vendors in writing within thirty (30) day after delivery. When this option is exercised restocking fees/charges shall not exceed 10% of purchase price. Bidders can waive this requirement only by indicating on their spot market response that items are "Special Ordered" and cannot be returned. The waiver cannot be standard on bid responses and must be placed in a conspicuous place on the response document.

Maintenance and Repair Services:

In addition to any other warranty, it is hereby agreed and understood that all maintenance and repairs, remanufactured and/or refurbished parts supplied by the bidder shall be warranted for a period of at least ninety (90) calendar days after the parts or devices have been received and accepted by the County, against both faulty labor and/or defective materials. If the vendor provides warranties beyond ninety (90) days, the county shall be entitled to such warranty.

Correcting Defects Covered Under Warranty (Both Groups)

The bidder shall be responsible for promptly correcting any deficiency, at no cost to the County, within ten (10) days after the County notifies the bidder of such deficiency in writing. If the bidder fails to honor the warranty and/or fails to correct or replace the defective work or items within the period specified, the County may, at its discretion, notify the bidder, in writing, that the bidder may be debarred as a County bidder and/or be subject to contractual default if the corrections or replacements are not completed to the satisfaction of the County within ten (10) calendar days of receipt of the notice. If the bidder fails to satisfy the warranty within the period specified in the notice, the County may (a) place the bidder in default of its contract, and/or (b) procure the products or services from another vendor and charge the bidder for any additional costs that are incurred by the County for this work or items; either through a credit memorandum or through invoicing.

The bidder shall be responsible for all shipping costs associated with the return of defective parts or devices, whether new, remanufactured, or refurbished.

2.20 CONTACT PERSON

For any additional information or questions regarding the terms and conditions of this solicitation and resultant contract, please contact: James D. Munn, Jr., IT Contracts and Procurement Officer via email at munnj@miamidade.gov with a copy to the Clerk of the Board at clerkBCC@miamidade.gov. Administrative Order 3-27, Cone of Silence, prohibits oral communication regarding a bid during the period the Cone is in effect.

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2.21 COUNTY USER ACCESS PROGRAM (UAP) FEE

User Access Fee

Pursuant to Miami-Dade County Budget Ordinance No. 03-192, this contract is subject to a user access fee under the County User Access Program (UAP) in the amount of two percent (2%). All sales resulting from this contract, or any contract resulting from this solicitation and the utilization of the County contract price and the terms and conditions identified herein, are subject to the two percent (2%) UAP. This fee applies to all contract usage whether by County Departments or by any other governmental, quasi-governmental or not-for-profit entity.

The vendor providing goods or services under this contract shall invoice the contract price and shall accept as payment thereof the contract price less the 2% UAP as full and complete payment for the goods and/or services specified on the invoice. The County shall retain the 2% UAP for use by the County to help defray the cost of the procurement program. Vendor participation in this invoice reduction portion of the UAP is mandatory.

Joint Purchase

Only those entities that have been approved by the County for participation in the County's Joint Purchase and Entity Revenue Sharing Agreement are eligible to utilize or receive Miami-Dade County contract pricing and terms and conditions. The County will provide to approved entities a UAP Participant Validation Number. The vendor must obtain the participation number from the entity prior to filling any order placed pursuant to this section. Vendor participation in this joint purchase portion of the UAP, however, is voluntary. The vendor shall notify the ordering entity, in writing, within 3 work days of receipt of an order, of a decision to decline the order.

For all ordering entities located outside the geographical boundaries of Miami-Dade County, the successful vendor shall be entitled to ship goods on an "FOB Destination, Prepaid and Charged Back" basis. This allowance shall only be made when expressly authorized by a representative of the ordering entity prior to shipping the goods.

Miami-Dade County shall have no liability to the vendor for the cost of any purchase made by an ordering entity under the UAP and shall not be deemed to be a party thereto. All orders shall be placed directly by the ordering entity with the vendor and shall be paid by the ordering entity less the 2% UAP.

2.22 DAMAGED GOODS WHEN SHIPPING IS PROVIDED BY BIDDER:

The bidder shall be responsible for filing, processing and collecting all damage claims against the shipper.

2.23 PACKING SLIP/DELIVERY TICKET TO ACCOMPANY ITEMS DURING DELIVERY:

The successful bidder shall enclose a complete packing slip or delivery ticket with any items to be delivered in conjunction with this bid solicitation. The packing slip shall be attached to the shipping carton(s) which contain the items and shall be made available to the County's authorized representative during delivery. The packing slip or delivery ticket shall include, at a minimum, the following information: purchase order number; date of order; a complete listing of items being delivered; and back-order quantities and estimated delivery of back-

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orders if applicable.

2.24 ADDITIONAL EQUIPMENT MAY BE ADDED

It is hereby understood and agreed that additional original equipment manufacturers (OEM) or telecommunication items may be added to this contract at the option of the County. Pre-qualified vendors may be required to provide the percentage (%) discount off the lowest price stated on the latest manufacturer's price list(s) and/or catalog(s).

2.25 MISCELLANEOUS MATERIALS AND EQUIPMENT CHARGES

The County reserves the right to request that contractors supply telecommunication parts, materials and equipment as may be required to complete projects awarded under this contract. If parts, material or equipment is provided outside of the standard Request for Quotation (RFQ) process defined in Section 2.7 vendors agree to provide these County requested and required items at their documented cost plus a not to exceed 10% mark-up under sections 2.6.2.1 (Group 1 - Cabling Installation and Repair), 2.6.2.2 (Group 2- Outside Plant) and 2.6.2.3 (Group 3 – Wireless Network).

2.26 PROJECT CLEANUP – GROUPS 1 THROUGH 3 AND 6

All unusable materials and debris shall be removed from the premises at the end of each workday unless stated otherwise on the solicitation documents. Upon final completion, the vendor shall thoroughly clean up all areas where work has been performed. All materials shall be disposed of in the appropriate manner, as required by law.

2.27 SERVICE CONTACT

Bidders shall provide a single source for the County's representative to request service. Bidders understand and agree to provide a local or toll-free telephone number and e-mail address for the purpose of handling the County's administrative, warranty, or other inquiries.

Bidders also agree to designate, by name, one or more Customer Service representative(s) who shall be responsible for discussing and resolving operational problems as the need arises.

2.28 UNAUTHORIZED SERVICE OR PURCHASE REQUEST

Bidders shall only accept request for service from an authorized representative of the County. A list of personnel authorized to place service calls on behalf of the County will be provided in writing to the Bidders who will be placed on the pre-qualification lists for each Group subsequent to the bid award. Bidders understand and agree that all charges related to service calls placed by unauthorized County personnel and acted upon by the Bidder will be at the Bidder's expense.

2.29 SUB-CONTRACTORS SHALL BE IDENTIFIED

As part this solicitation document, bidders are required to identify any and all subcontractors that will be used to perform work under the resultant contract. Additionally, responses must provide adequate detail as to the sub-contractor's capabilities and experience, and the portion of the work to be executed. The competency of the subcontractor(s) with respect to

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experience, skill, responsibility and business standing shall be considered by the County when making the award. If the bidder fails to identify in their pre-qualification response any of the sub-contractors they intend to engage during the term of the contract, the bidder may be allowed to submit this documentation to the County during the bid evaluation period if such action is in the best interest of the County.

The above requirements shall not preclude successful pre-qualified bidders from adding or deleting sub-contractors during the term of the contract.

In addition, a particular project may require expertise not available through the originally listed sub-contractors, in which case, the pre-qualified or ranked vendor may submit documentation listing the specific subcontractor(s) needed prior to the award of a project.

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3.1 SCOPE

The purpose of this solicitation is to pre-qualify vendors by group for future telecommunications and wireless projects to support Miami-Dade County. This initial award process provides for the submission of documents and forms intended to verify that the vendor meets or exceeds the minimum criteria set forth in this solicitation.

The contract resulting from solicitation will establish five (5) defined areas of pre-qualified telecommunications vendors to be used on an as needed when needed basis to meet ongoing County requirements. The pre-qualified bidders will be asked to participate in spot market Requests for Quotation (RFQ) in response to RFQ's initiated by authorized County departments. These award group areas will be organized into the telecommunication specialty groups listed below:

- 1) Inside cabling installation, maintenance and repairs.
- 2) Outside Plant installation, maintenance and repairs.
- 3) Wireless Systems installation, maintenance and repairs.
- 4) Telephone Equipment and related accessories
- 5) Wiring, Cables and Installation Hardware
- 6) Priority Telecom Installation Services

The labor hours listed in each of the Award Group tables is the County's estimate of required hours during a twelve (12) month period, based on historical trend. No guarantee is being given on the actual number of hours that will be contracted during any period of this contract. This estimate is provided to allow for bidders

GROUP 1 - INSIDE CABLING INSTALLATION, MAINTENANCE AND REPAIRS	
Estimated Hours	Worker Classification
8400	Telephone Technician
40	Data Technician
25	Cable Splicer
100	Telecommunications Customer Services Representative
305	Telephone Engineers
950	Electricians
25	Grounding Specialist

GROUP 2 - OUTSIDE PLANT INSTALLATION, MAINTENANCE AND REPAIRS	
Estimated Hours	Worker Classification
500	Outside Plant (OSP) Installer(s)
75	Outside Plant (OSP) specialist
65	Outside Plant (OSP) Project Manager(s)
40	Cable Splicer(s)
20	Telecommunications Customer Service Representative(s)
300	Electrician
10	Grounding Specialist

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GROUP 3 - WIRELESS SYSTEMS INSTALLATION, MAINTENANCE AND REPAIRS	
Estimated Hours	Worker Classification
35	Radio Frequency (RF) Surveyor
2100	Wireless Installer Technicians
90	Wirelesses Designer/ Engineer
10	Structural Engineer
25	Telecommunications Customer Service Representative
225	Electricians
35	RF Engineer
40	Grounding Specialist

3.2 INDUSTRY STANDARDS AND PRACTICES

All work performed under the resultant contract shall comply with the telecommunications installation standards as set forth in the Building Industry Consulting Service International (BICSI) Telecommunications Distribution Methods Manual. Additionally, work performed under the resultant contract must be in compliance with EIA/TIA and National Technical Systems Standards including updates as may be applicable at the time of awards made through the Request for Quotation process. Listed below are some of the industry and regulatory standards and codes that may be applicable for some or all projects to be awarded under the contract include:

1. ANSI/TIA/EIA-455 - Fiber Optic Test Standards.
2. ANSI/TIA/EIA-526 - Fiber Optic Test Systems Test Procedures.
3. ANSI/TIA/EIA-568-B Commercial Building Telecommunications Cabling Standards.
4. TIA/EIA-TSB67 - Transmission Performance Specifications for Field Testing of Unshielded Twisted Pair Cabling Systems.
5. TIA/EIA-TSB72 - Centralized Optical Fiber Cabling Guidelines.
6. TIA/EIA-TSB75 - Additional Horizontal Cabling Practices for Open Offices.
7. ANSI/TIA/EIA-569 - Commercial Building Standard for Telecommunications Pathways and Spaces.
8. ANSI/TIA/EIA-606 - Administration Standard for the Telecommunications Infrastructure of Commercial Buildings.
9. ANSI/TIA/EIA-607 - Commercial building Grounding and Bonding Requirements for Telecommunications.
10. ANSI/TIA/EIA-758 - Customer Owned Outside Plant Telecommunications Cabling Standards.
11. IEEE 802.3 (series): Local Area Network Ethernet Standard, including 802.3z Gigabit Ethernet Standard
12. ISC/IEC 11801 Generic Cabling for Customer Premises.
13. Underwriters Laboratories (UL) Cable Certification and Follow-Up Program.
14. National Electrical Manufacturers Association (NEMA).
15. American Society for Testing Materials (ASTM).
16. National Electric Code (NEC).
17. Institute of Electrical and Electronic Engineers (IEEE).

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18. American National Standards Institute (ANSI) X3T9.5 Requirements for UTP at 100 Mbps.
19. National Fire Protection Association (NFPA).
20. American National Standards Institute (ANSI).
21. Insulated Power Cable Engineers Association (IPCEA).
22. National Cable Television Association (NCTA).
23. Insulated Cable Engineers Association (ICEA).
24. International Electro-technical Commission (IEC).
25. International Telegraph and Telephone Consultative Committee (CCITT).
26. Federal Communications Commission (FCC).
27. Occupational Safety and Health Administration (OSHA).
28. Building Officials and Code Administration National Code (BOCA).
29. Americans with Disabilities Act (ADA).
30. Miami-Dade County Facilities Department specifications.

The lack of inclusion of a standard, code or organization in the preceding list does not constitute a waiver of applicable laws, standards, codes, or manufactures' specifications

3.3 DESCRIPTION OF PROJECTS – GROUPS 1, 2 AND 3

3.3.1 Group 1: Telecommunications inside cabling installation, maintenance and repairs.

Vendors pre-qualified under this category will be solicited to:

1. Design and install inside plant cables systems, using all types and sizes of cables including; Teflon-coated types, plenum cable, CAT 5 CAT 6 and Fiber Optic.
2. Splice, terminate and troubleshoot inside plant voice and data cable systems.
3. Install cable trays and racking networks to support inside plant cable systems.
4. Design and install small and medium-size PABXs, electronic key systems and ancillary telephone equipment.
5. Design and install DC power plants to include batteries, rectifiers, inverters and power distribution panels.
6. Design and install AC panels, sub-panels, breakers, conduits and 110 VAC and 220 VAC outlets.
7. Expand, update and replace existing County-owned telephone and data systems.
Equipment currently supported is listed below:

Telephone	Data
CISCO Avid IP Platform	CISCO Network –Layer 3 & Layer 2 devices
Avaya Voice Platform	Nortel Network –Layer 3 & Layer 2 devices
Siemens/Rohm 9751	Bay network equipment
Nortel Meridian 1	ADC Kentroxs Communication Equipment
Nortel Norstar-Analog & Digital	Racal-Data-Com Communications
Nortel Startalk & Voicemail	IBM Controllers, Terminals, Printers, mux's
Siemens SD192	Network General Sniffer Equipment
Siemens/Rolm Redwood	

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Siemens/Rolm Phone mail	
Vodavi Electronic Key	
Siemens High Path	
Siemens High Com	

8. Provide cabling design, installation and maintenance services at County facilities such as the Emergency 911 Call Center, 311 Call Centers and various correction facilities, without disrupting normal operations.
9. Provide electrical grounding specialist to design and install grounding systems to protect equipment from electrical storms and surges.
10. Interface with telecommunication carriers in installation of trunk lines, demarcation blocks, RJ11X connectors and resolution of problems.

3.3.2 Group 2: Outside Plant installation, maintenance and repairs. Vendors pre-qualified under this category will be solicited to perform:

1. Outside Plant Design and Engineer Services – cable and pathway solutions including outside plant fiber optic systems.
2. Outside Plant Installation Project Management Services – provide qualified and competent Project Managers to supervise the activities of outside plant construction and modification projects.
3. Outside Plant construction and installation services, including integration of new outside plants into existing telecommunication system.
4. Plan and provide project schedules for installation or modification of outside plant projects...
5. Prepare test plan for field test of installed outside plant equipment.
6. Prepare post installation blueprints or “As Built” and/or design documents.
7. Provide electrical grounding specialist to design and install grounding system.
8. Outside plant post installation and maintenance support services.

QUALIFICATIONS – Some awards under Group 2 may mandate that the project manager or key personnel possess BICSI or other nationally recognized or Original Equipment Manufacturer mandated outside plant installation certifications required for warranty of equipment.

3.3.3 Group 3: Wireless System installation, maintenance and repairs. Vendors pre-qualified under this category will be solicited to integrate new connections and equipment with the existing Miami-Dade County Wireless Network (MDCWN) and/or to support the existing system currently servicing County department and other agencies service by ETSD. These services include but are not limited to the following:

1. Wireless Network Surveys - Radio Frequency (RF) line of sight survey.

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2. Wireless Engineering Design Services - Path planning and design for Point to Point wireless connections.
- 3 Wireless Systems Installation Services – Point to Point receivers and antennas.
4. Basic Network Integration Services - Integration of new connection points with existing points and configuration of network interface and multiplexer equipment related to connections with wireless equipment.
5. Documentation of System Design – Perform link analysis and path profiles for wireless connections points in network.
6. Perform tests to verify throughput (at minimum Ethernet 100mb) utilizing NetIQ Chariot software or other industry accepted software.
7. Troubleshoot and resolve wireless connection and equipment problems on existing Exalt, Proxim and other wireless network equipment or Andrew and similar Antenna systems.
8. Structural Engineering services for erection of antenna towers or concrete antenna poles in accordance with ANSI/TIA/EIA.
9. System grounding services for lighting protection.

3.4 TELECOMMUNICATION MATERIALS, EQUIPMENT AND RELATED ACCESSORIES

All materials, equipment, parts and components to be provided to Miami-Dade County by vendors awarded work orders under the resultant contract shall conform to TIA/EIA-568-B Standards or the replacement thereof, and engineering requirements set forth by the original manufacturer.

3.4.1 Original Equipment Manufacturer (OEM) listing

The below list represents Original Equipment Manufacturers (OEM) materials and equipment the County may request to purchase from pre-qualified vendors under this group. County OEM requirements are not to be limited to the manufacturers listed below; the County reserves the right to update this list as needed.

Amphonet	General Electric
APC	Great Lakes Wire & Cable
AT&T	Greenlee
Avaya	Imation
Belden	ITW Linx
Berk-Tek	Krone Tool
Bogan Communications	Lynn Electronics
Carlon	Nortel
CEECO Telephone Equipment	Ortonic
CIRCA Protectors	Panasonic
Cisco	Panduit
CommScope	Plantronics
Compu-Link Cable Assy	Polycom
Comscope	Quest Manufacturing
Corning Cable	Siemens

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CortelcoExcel Tech (Power Inverter)	Signamax
Dantona Industries	Thomas & Betts
Dolphin Component	Toshiba Telephones
General Cable	Tripp-Lite
Amphotel	Ultratec (TTY Telephones)
APC	Uniden
AT&T	Valcom Speakers
Avaya	Viking Phones
Belden	Vodavi Phones

The list provided above is to provide vendors with a general understanding of what may be purchased by the County. It is provided for information and reference purposes only. The list is not all inclusive and may not reflect mergers, acquisitions or other Industry changes.

3.4.2 Equipment and Installation Hardware List

Listed below are the types of telecommunications equipment and installation hardware that may be purchased by the County:

1. New Telephones (excludes Cellular & Satellite phones) all types, including but not limited to the following:
 - Analog
 - Cordless
 - IP
 - VoIP
 - Single line
 - Multi-Line
 - Elevator
 - Conference Unit
2. Answering Systems;
3. Telecom Hardware Racks, Cabinets, Mount Boxes and Accessories;
4. Network Switches and Accessories;
5. Telecommunications Switches and Accessories;
6. Telephone Chargers and Accessories;
7. Control Cards;
8. Power Module;
9. Telecommunications Antennas;
10. Amplifiers;
11. Rectifiers;
12. Structured Low Voltage Telecommunication Cable and Accessories, including but not limited to the following:
 - Cat5-E cable
 - Cat6 cable

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- Fiber optic
 - Plenum cable
 - Outside Plant cable
 - Opti-core cable
 - Patch cable / Patch cord
 - Conduits
13. Runway Ladders;
 14. Low Voltage Cables Connectors and Plugs (Various type);
 15. Patch Panels Low Voltage Cables;
 16. Serial Adapters;
 17. Telecom Jacks;
 18. Wireless Headsets and Accessories;
 19. Voice Mail Cards and Accessories;
 20. Text Telephone Devices and Accessories;
 21. Telecommunication UPS units;
 22. Surge Protectors;
 23. Fuses;
 24. Rechargeable Batteries – Telecom Equipment;
 25. Grounding Equipment and Accessories;
 26. Expansion Boards for Digital Hybrid Systems (DHS);
 27. Telecommunication's Software;
 28. Telecommunications Tools (All Types).

The list provided above is to provide vendors with a general understanding of what may be purchased by the County. It is provided for information and reference purposes only. The list is not all inclusive and may not reflect mergers, acquisitions or other Industry changes. The County's OEM requirements are not to be limited to the equipment and hardware listed above.

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SECTION 4
BID SUBMITTAL FORM

Submit Bid To:
CLERK OF THE BOARD
Stephen P. Clark Center
111 NW 1st Street
17th Floor, Suite 202
Miami, Florida 33128-1983

OPENING: 2:00 P.M.
Wednesday
June __, 2010



PLEASE QUOTE PRICES F.O.B. DESTINATION, FREIGHT ALLOWED, LESS
TAXES, DELIVERED IN MIAMI-DADE COUNTY, FLORIDA

NOTE: Miami-Dade County is exempt from all taxes (Federal, State, Local). Bid price should be less all taxes. Tax Exemption Certificate furnished upon request.

Issued by: James Munn, Jr.
 DPM Technical Services Division

Date Issued: 6/__/10

This Bid Submittal Consists of
 Pages 25 through 47.

Sealed bids subject to the Terms and Conditions of this Invitation to Bid and the accompanying Bid Submittal. Such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Bid Submittal, will be received at the office of the Clerk of the Board at the address shown above until the above stated time and date, and at that time, publicly opened for furnishing the supplies or services described in the accompanying Bid Submittal Requirement.

A Bid Deposit in the amount of **N/A** of the total amount of the bid shall accompany all bids.

A Performance Bond in the amount of **N/A** of the total amount of the bid will be required upon execution of the contract by the successful bidder and Miami-Dade County.

DO NOT WRITE IN THIS SPACE	
ACCEPTED _____	HIGHER THAN LOW _____
NON-RESPONSIVE _____	NON-RESPONSIBLE _____
DATE B.C.C. _____	NO BID _____
ITEM NOS. ACCEPTED _____	
COMMODITY CODE: 725-84, 918-95, 725-59, 939-72, 915-79	
IT Contracting Officer	James D. Munn Jr, CPPB

FIRM NAME: _____

RETURN ONE ORIGINAL AND TWO COPIES OF BID SUBMITTAL PAGES AND AFFIDAVITS.

FAILURE TO COMPLETE THE CERTIFICATION REGARDING LOCAL PREFERENCE ON PAGE 46 OF SECTION 4, BID SUBMITTAL FORM SHALL RENDER THE VENDOR INELIGIBLE FOR LOCAL PREFERENCE.

FAILURE TO SIGN PAGE 47 OF SECTION 4, BID SUBMITTAL FORM, WILL RENDER YOUR BID NON-RESPONSIVE.

This Document is a draft of a future Solicitation and is subject to change without notice.

This is not an advertisement

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

4.0 REFERENCES FOR CLIENTS

ALL GROUPS: VENDORS MUST PROVIDE EVIDENCE OF EXPERIENCE BASED ON PREVIOUS JOB REFERENCES, QUALIFIED WORK PERFORMED AND A WORKING KNOWLEDGE OF THE APPLICABLE INDUSTRY STANDARDS AS NOTED IN SECTION 3.2 INDUSTRY STANDARDS AND PRACTICES.

4.1.1 GROUP 1 – CABLING INSTALLATION & REPAIR SERVICES: CLIENT REFERENCES

To be qualified under Group 1 Vendors are required to submit a minimum of three (3) Commercial or Government business Client references. This information will be utilized confirm an adequate level of experience in successfully providing structured cabling services as defined for Group 1 in Section 2.6.2. Vendors must also include information on telecom contract(s) or project(s) confirming a minimum of three (2) years experience for each of the Client reference provided.

GROUP 1 – CLIENT REFERENCE #1			
Company Name:			
Address:			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No.(s) or Project Name(s):			
Description of Services Provided:			

GROUP 1 - CLIENT REFERENCE #1 - Did services include any of the following:	YES	NO
1. Maintenance or installation projects at critical, large scale customer call center, requiring perpetual or continuous operation.	<input type="checkbox"/>	<input type="checkbox"/>
2. Maintenance or installation projects at a prison, jail, or high security facility?	<input type="checkbox"/>	<input type="checkbox"/>
3. Projects that required the vendor to pull permits for one of the following areas: A. Low Voltage Project B. Electrical Systems C. Public Right of Way Project	<input type="checkbox"/>	<input type="checkbox"/>

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

GROUP 1 – CLIENT REFERENCE #2			
Company Name:			
Address:			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No.(s) or Project Name(s):			
Description of Services Provided:			

GROUP 1 - CLIENT REFERENCE #2 - Did services include any of the following:	YES	NO
1. Maintenance or installation projects at critical, large scale customer call center, requiring perpetual or continuous operation?	<input type="checkbox"/>	<input type="checkbox"/>
2. Maintenance or installation projects at a prison, jail, or high security facility?	<input type="checkbox"/>	<input type="checkbox"/>
3. Projects that required the vendor to pull permits for one of the following areas: A. Low Voltage Project B. Electrical Systems C. Public Right of Way Project	<input type="checkbox"/>	<input type="checkbox"/>

GROUP 1 – CLIENT REFERENCE #3			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description or Scope of Services			

GROUP 1 - CLIENT REFERENCE #3 - Did services include any of the following:	YES	NO
1. Maintenance or installation projects at critical, large scale customer call center, requiring perpetual or continuous operation.	<input type="checkbox"/>	<input type="checkbox"/>
2. Maintenance or installation projects at a prison or high security facility	<input type="checkbox"/>	<input type="checkbox"/>
3. Projects that required the vendor to pull permits for one of the following areas: A. Low Voltage Project B. Electrical Systems C. Public Right of Way Project	<input type="checkbox"/>	<input type="checkbox"/>

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

4.1.2 GROUP 1 - CABLE INSTALLATION - MANUFACTURER/SUPPLIER REFERENCES

Please submit at least two (2) business references from structured low voltage cabling system manufacturers or distributors meeting qualification criteria defined on Section 2.6.2.1 Item B:

GROUP 1 – CABLE MANUFACTURER/SUPPLIER REFERENCES:		
Reference No 1 – Company Name:		
<i>Please indicate <input checked="" type="checkbox"/> if the Cable Manufacturer listed meets the requirements listed below by placing a checkmark next to the applicable field below.</i>		
	Yes	No
(1) Cable Manufacturer or authorized supplier will provides a multi-year written warranty consistent with established TIA or equivalent industry standards on telecommunication cables they manufacture or provide. <i>Vendor must provide support documentation with bid response.</i>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Cable Manufacturer or authorized supplier has certification program for installers or Quality Control process for assuring proper installation. <i>Vendor must provide letter of reference from the Manufacturer or authorized Supplier to confirm your firm is certified or adequately trained to install, test and maintain cabling systems. This statement must also confirm your company can provide warranty support on cables that may be installed.</i>	<input type="checkbox"/>	<input type="checkbox"/>
Reference No 2 – Company Name:		
<i>Please indicate if the Cable Supplier meets the requirements listed below by placing a checkmark next to the applicable field below.</i>		
	Yes	No
(1) Cable Manufacturer or authorized supplier will provides a multi-year written warranty consistent with established TIA or equivalent industry standards on telecommunication cables they manufacture or provide. <i>Vendor must provide support documentation with bid response.</i>	<input type="checkbox"/>	<input type="checkbox"/>
2) Cable Manufacturer or authorized supplier has certification program for installers or Quality Control process for assuring proper installation. <i>Vendor must provide letter of reference from the Manufacturer or authorized Supplier to confirm your firm is certified or adequately trained to install, test and maintain cabling systems. This statement must also confirm your company can provide warranty support on cables that may be installed</i>	<input type="checkbox"/>	<input type="checkbox"/>

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

4.1.3 GROUP 1 Validation of Qualified Technical Labor

Vendors must validate ability to provide qualified labor as defined on Section 2.6.2.1, Item C by responding to the questions ☒ below and submitting the noted support documentation.

REGISTERED COMMUNICATION DISTRIBUTION DESIGNER (RCDD)	Yes	No
1. Does company or qualified sub-contractor have a full time RCDD on staff?	<input type="checkbox"/>	<input type="checkbox"/>
2. IF YES TO #1, Is this individual in current good standing with Building Industry Consulting Service International (BICSI)?	<input type="checkbox"/>	<input type="checkbox"/>
Employee or Qualified Sub-contractor Name:		
NOTE 1: Vendor must provide the name(s) of the individual(s) and copy of all applicable certification(s) with your bid submittal to be considered as responsive.		
NOTE 2: The RCDD Certification must be for a full time employee of the contractor or an identified as a sub-contractor to remain pre-qualified under this contract.		

4.1.4 GROUP 1 – Contractor Labor Rates

In accordance with requirements listed under Section 2.6.2.1 C Vendors must confirm their Company's capability to provide telecom installations services under the trade labor worker classifications listed in Section 3.1 Technical Specifications for Group 1 – Inside Cabling Installation, Maintenance and Repairs.

Vendors must provide hourly rate for each labor classification listed in the table below. The labor hour quantity described below is the County's estimated requirement during the next twelve (12) months **No guarantee is given on the actual number of hours that will be contracted during any 12 month period.**

Under Award Group 1, these labor rates will be considered by the County as the maximum ceiling hourly rate to be used by the Contractor during the initial term of this contract. The vendor will have an opportunity to offer rates below this benchmark during any request for quotation (RFQ) spot market solicitation conducted by the County user departments.

No	Hours	Worker Classification	HOURLY RATE	TOTAL(S)
1	8400	Telephone Technician		
2	40	Data Technician		
3	25	Cable Splicer		
4	100	Telecommunications Customer Service Representative		
5	305	Telephone Engineer		
6	950	Electricians		
7	25	Grounding Specialist		
		Aggregate total for Worker Classifications (1-7)		

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

NOTE: Vendors will be entitled to a 10 % markup from their documented cost for an materials mutually agreed to be supplied in accordance with section 2.6.1 for Groups 1-3, 6 and 2.15 Method of Payment

4.1.5 List of Sub-Contractors

Vendors must provide a list all Sub-Contractors that would used to support of the technical qualifications referred to in section 2.14 Certifications for Licenses for Trades and applicable industry knowledge listed in section 3.2 Standards, Procedures and Techniques.

This information is to be provided in the included Bid Affidavits covering Fair Subcontracting Practices (Ordinance 97-35) and Subcontractor/Supplier listing (Ordinance 97-104) Information listed on these forms need to bear in mind the following:

- Sub-Contractor must refer to the Professional License Holder where applicable
- Under the Scope of work to be performed, the technical classification or Engineering Category must be listed and should include the type and area of expertise.

Examples of information to complete requirements under 4.1.5 are listed in the table below:

Type	Professional Designation	Description or area of expertise
PE	Professional Engineer	Civil, Electrical, Structural, Mechanical, etc.
CC	Certified or Licensed Contractor	<ul style="list-style-type: none"> • Master Electrician • Registered Alarm Contractor 1 • Registered Alarm System Contractor 2 • Specialty Electrical Contractor (includes low Voltage)

4.2.1 GROUP 2 - Outside Plant Installation and Maintenance Repair Services:

In order to be qualified under Group 2, bidders must submit at least three (3) Commercial or Government business references indicating that you have successfully provided Outside Plant Installation and Maintenance services as defined in Section 3.

Provide a list of comparable contracts indicating a minimum of two (2) years of experience in Outside Plant (OSP) installation and maintenance, including OSP design, engineering, and construction, in accordance with BICSI Telecommunications Distribution Methods. Complete the information requested in the tables below for each of references All information requested on the table must be completed..

Comparable contracts shall support your experience in providing structured cabling services as described under Section 3 for Group 1.

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

GROUP 2 – CLIENT REFERENCE #1			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description or Scope of Services			

GROUP 2 – CLIENT REFERENCE #2			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description or Scope of Services			

GROUP 2 – CLIENT REFERENCE #3			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description or Scope of Services			

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

4.2.2 GROUP 2 OUTSIDE PLANT EQUIPMENT SUPPLIERS' REFERENCES

Submit at least one (1) business reference from a manufacturer indicating that you are a Certified Outside Plant (OSP) Installer for their equipment. This certification shall enable bidder to provide warranty support for the manufacturer's equipment installed under this contract.

OSP EQUIPMENT MANUFACTURER REFERENCE #1

OSP EQUIPMENT MANUFACTURER NAME: _____

DOES YOUR REFERENCE MEET THE REQUIREMENTS LISTED BELOW?

YES

No

1. Is your company a certified OSP Installer for this manufacturer?

2. Does the certification allow the bidder to provide warranty support after installation of the manufacturer's equipment?

IF YES TO #1 & 2, PROVIDE BACKUP DOCUMENTATION WITH YOUR RESPONSE.

4.2.3 GROUP 2 : CAPABILITY TO PROVIDE QUALIFIED TECHNICAL LABORER FOR OSP INSTALLATIONS AND MAINTENANCE

Vendors must submit documentation to validate their ability to provide qualified laborers as defined on Section 2.6.2.2C

Successful bidders must indicate the ability to consistently supply the trade classifications indicated below;

DEMONSTRATE ABILITY TO SUPPLY REQUIRED WORKERS BY RESPONDING TO QUESTION BELOW AND SUBMITTING DOCUMENTATION		YES	NO
1. Does your company or qualifier sub-contractor have a full time certified Outside Plant Designer/Engineer on staff?			
2. Is this individual in current good standing with the Building Industry Consulting Service International (BICSI)?			
IF THE ANSWER WAS YES TO BOTH #1 AND 2, PROVIDE THE NAME OF THE DESIGNER/ENGINEER AND A COPY OF CERTIFICATION WITH YOUR RESPONSE.			
NOTE: PREQUALIFIED GROUP 2 CONTRACTORS OR THEIR SELECTED SUB-CONTRACTOR MUST MAINTAIN AN OUTSIDE PLANT DESIGNER/ENGINEER ON STAFF DURING THE TERM OF THE CONTRACT TO REMAIN PRE-QUALIFIED.			

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

4.2.4 GROUP 2 Contractor Labor Rates

Vendors must provide hourly labor rate for each labor classification listed below. These are the technical labor categories that will be used in Group 2, Outside Plant installation and maintenance technical support services. The total bid response from the table below will be utilized to determine the Ranking Award as defined on Section 2.5.3. A labor rate must be assigned to every labor category to be considered responsive. The labor hour quantity described below is the County's estimated requirement during the next twelve (12) months **No guarantee is given on the actual number of hours that will be contracted during any 12 month period.**

These labor rates will be considered by the County as the maximum ceiling hourly rate to be used by the Contractor during the term of this contract. The vendor will have an opportunity to offer rates below this benchmark system during any request for quotation (RFQ) spot market solicitation conducted by the County user departments.

No	Hours	Worker Classification	HOURLY RATE	TOTAL(S)
1	500	OSP Installer		
2	75	OSP Specialist		
3	65	OSP Project Managers		
4	40	Cable Splicer		
5	20	Telecommunications Customer Service Representative		
6	300	Electricians		
7	10	Grounding Specialist		
Aggregate total for Worker Classifications (1-7)				

NOTE: Vendors will be entitled to a 10% markup from their documented cost for any telecom equipment and/or materials that are mutually agreed to be supplied in accordance with section 2.6.1 for Groups 1-3, 6 and 2.15 Method of Payment

4.2.5 List of Sub-Contractors

Vendors must provide a list all Sub-Contractors that would used to support of the technical qualifications referred to in section 2.14 Certifications for Licenses for Trades and applicable industry knowledge listed in section 3.2 Standards, Procedures and Techniques.

This information is to be provided in the included Bid Affidavits covering Fair Subcontracting Practices (Ordinance 97-35) and Subcontractor/Supplier listing (Ordinance 97-104) Information listed on these forms need to bear in mind the following:

- Sub-Contractor must refer to the Professional License Holder where applicable
- Under the Scope of work to be performed, the technical classification or Engineering Category must be listed and should include the type and area of expertise.

Examples of information to complete requirements under 4.2.5 are listed in the table below

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

Type	Professional Designation	Description or area of expertise
PE	Professional Engineer	Civil, Electrical, Structural, Mechanical, etc.
CC	Certified or Licensed Contractor	<ul style="list-style-type: none"> • Master Electrician • Registered Alarm Contractor 1 • Registered Alarm System Contractor 2 • Specialty Electrical Contractor (includes low Voltage)

4.3.1 GROUP 3: WIRELESS NETWORK CONNECTION SERVICES: CLIENT REFERENCES

To be qualified under Group 3, Vendor must submit at least three (3) Commercial Business or Government Agency references confirming company has successfully provided Wireless Network Connection services as defined for Group 3 in Section 3. This information must include a verifiable list of contracts or completed projects indicating a minimum of two (2) years experience in Wireless Network Systems installation and maintenance. Additionally Vendors must identify the equipment manufacturer of the installed and serviced system. Complete the information requested in the tables below for each reference. All information requested on the table must be completed.

Comparable contracts must support your experience in providing structured cabling services as described under Section 3 for Group 3.

GROUP 3 – CLIENT REFERENCE #1			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description or Scope of Services			
Total Value of Project(s) or Contract(s):		\$ _____	

CLIENT REFERENCE # 1- PLEASE ANSWER THE QUESTIONS BELOW.	YES	NO
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BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

1. Did the services provided by the bidder include line of sight radio frequency (RF) Surveys?	<input type="checkbox"/>	<input type="checkbox"/>
2. Path planning and design for Point-to-Point wireless network with a minimum data transmission capacity of 200mbps?	<input type="checkbox"/>	<input type="checkbox"/>
3. Link analysis and path profiles of wireless connection points in network?	<input type="checkbox"/>	<input type="checkbox"/>
4. Network integration of new connections with existing network?	<input type="checkbox"/>	<input type="checkbox"/>
5. Configuration of network interface and multiplexer equipment related to connections with wireless equipment?	<input type="checkbox"/>	<input type="checkbox"/>
6. Has the vendor provided test data verification of throughput utilizing NetIQ Chariot software or other industry accepted software?	<input type="checkbox"/>	<input type="checkbox"/>
Please indicate type of software used for throughput verifications _____		
NOTE: ANSWERING NO TO ANY OF THE ABOVE WILL INVALIDATE THIS REFERENCE AND RENDER VENDOR'S BID SUBMITTAL AS NON-RESPONSIVE.		

GROUP 3 – CLIENT REFERENCE #2			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description or Scope of Services			
Total Value of Project(s) or Contract(s):		\$ _____	

CLIENT REFERENCE # 2 PLEASE ANSWER THE QUESTIONS BELOW:	Yes	No
1. Did the services provided by the bidder include line of sight radio frequency (RF) surveys?	<input type="checkbox"/>	<input type="checkbox"/>
2. Path planning and design for Point-to-Point wireless network with a minimum data transmission capacity of 200mbps?	<input type="checkbox"/>	<input type="checkbox"/>

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

3. Link analysis and path profiles of wireless connection points in	<input type="checkbox"/>	<input type="checkbox"/>
4. Network integration of new connections with existing network?	<input type="checkbox"/>	<input type="checkbox"/>
5. Configuration of network interface and multiplexer equipment related to connections with wireless equipment?	<input type="checkbox"/>	<input type="checkbox"/>
6. Has the bidder provided test data verification of throughput utilizing NetIQ Chariot software or other industry accepted software?	<input type="checkbox"/>	<input type="checkbox"/>
Please indicate below type of software used for throughput verifications: _____	<input type="checkbox"/>	<input type="checkbox"/>
NOTE: ANSWERING NO TO ANY OF THE ABOVE WILL INVALIDATE THIS REFERENCE AND RENDER VENDOR'S BID SUBMITTAL AS NON-RESPONSIVE.		

GROUP 3 – CLIENT REFERENCE #3			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description or Scope of Services			
Total Value of Project(s) or Contract(s):		\$ _____	

CLIENT REFERENCE # 3: PLEASE ANSWER THE QUESTIONS BELOW:	YES	NO
1. Did the services provided by the bidder include line of sight Radio Frequency (RF) Surveys?	<input type="checkbox"/>	<input type="checkbox"/>
2. Path planning and design for Point-to-Point wireless network with a minimum data transmission capacity of 200mbps?	<input type="checkbox"/>	<input type="checkbox"/>
3. Link analysis and path profiles of wireless connection points in network?	<input type="checkbox"/>	<input type="checkbox"/>
4. Network integration of new connections with existing network?	<input type="checkbox"/>	<input type="checkbox"/>
5. Configuration of network interface and multiplexer equipment related to connections with wireless equipment?	<input type="checkbox"/>	<input type="checkbox"/>

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

6. Has the bidder provided test data verification of throughput utilizing NetIQ Chariot software or other industry accepted software? Please indicate type of software used for throughput verifications _____ NOTE: ANSWERING NO TO ANY OF THE ABOVE WILL INVALIDATE THIS REFERENCE AND RENDER VENDOR'S BID SUBMITTAL AS NON-RESPONSIVE.	<input type="checkbox"/>	<input type="checkbox"/>
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4.3.2 GROUP 3 - WIRELESS EQUIPMENT SUPPLIERS' REFERENCES

Submit references from at least two (2) manufacturers of wireless equipment indicating vendors capacity to provide wireless network equipment to include transmission equipment, antennas and other equipment as may be required to develop and maintain a wireless network of similar size as Miami-Dade County. References must indicate whether warranty requirements mandate installation by OEM or OEM Certified Technicians. Additionally, references must be from manufactures whose equipment meet or exceed at least one of the qualification criteria listed below.

- i. 200 Mbps Wireless Broadband Point-to-Point (PtP) Radio Transmitters
- ii. Wireless high-gain Antenna for fixed or building mounting
- i. Manufacturer associated wireless equipment used in the installation of point-to point wireless network comparable to the network used by Miami-Dade County.

WIRELESS EQUIPMENT MANUFACTURER (OEM) – REFERENCE NO 1		
OEM COMPANY NAME: _____		
REFERENCE MUST MEET THE REQUIREMENTS 2, 3 OR 4 AS LISTED BELOW	YES	NO
1. Do warranty requirements mandate installation of equipment by OEM Technician or OEM Certified Technician?	<input type="checkbox"/>	<input type="checkbox"/>
2. Manufacturer capable of providing wireless broadband Point-to-Point radio transmitters with a minimum of 200Mbps.	<input type="checkbox"/>	<input type="checkbox"/>
3. Manufacturer provides high-gain antennas of the type used in commercial or governmental wireless network for fixed or building mounting	<input type="checkbox"/>	<input type="checkbox"/>
4. Manufacturer provides full range of associated wireless equipment used in the installation of point-to point wireless network comparable to the network used by Miami-Dade County.	<input type="checkbox"/>	<input type="checkbox"/>
VENDOR MUST PROVIDE SUPPORT DOCUMENTATION TO VALIDATE THE ABOVE		

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

WIRELESS EQUIPMENT MANUFACTURER (OEM) – REFERENCE No 2		
OEM COMPANY NAME: _____		
REFERENCE MUST MEET THE REQUIREMENTS 2, 3 OR 4 AS LISTED BELOW	YES	NO
1. Do warranty requirements mandate installation of equipment by OEM Technician or OEM Certified Technician?	<input type="checkbox"/>	<input type="checkbox"/>
2. Manufacturer capable of providing wireless broadband Point-to-Point radio transmitters with a minimum of 200Mbps.	<input type="checkbox"/>	<input type="checkbox"/>
3. Manufacturer provides high-gain antennas of the type used in commercial or governmental wireless network for fixed or building mounting	<input type="checkbox"/>	<input type="checkbox"/>
4. Manufacturer provides full range of associated wireless equipment used in the installation of point-to point wireless network comparable to the network used by Miami-Dade County.	<input type="checkbox"/>	<input type="checkbox"/>
VENDOR MUST PROVIDE SUPPORT DOCUMENTATION TO VALIDATE THE ABOVE		

4.3.3 GROUP 3 ABILITY TO SUPPLY QUALIFIED TECHNICAL LABORERS FOR WIRELESS INSTALLATIONS AND MAINTENANCE

Indicate your ability to provide qualified laborers as defined on Section 2.6.2.3C

Successful bidders must indicate the capability to consistently supply the trade classifications indicated below:

DEMONSTRATE ABILITY TO SUPPLY REQUIRED WORKERS BY RESPONDING TO THE QUESTIONS BELOW AND SUBMITTING THE REQUIRED DOCUMENTATION:	YES	NO
1. Does your company or qualifier sub-contractor have full time Wireless (RF) Designed Engineer on staff?	<input type="checkbox"/>	<input type="checkbox"/>
2. Is the (RF) individual in current good standing with Building Industry Consulting Service International (BICSI)?	<input type="checkbox"/>	<input type="checkbox"/>
IF THE ANSWER IS YES TO BOTH #1 AND 2, PLEASE PROVIDE THE NAME OF THE DESIGNER/ENGINEER AND A COPY OF THE CERTIFICATION WITH YOUR RESPONSE. (RF) NAME: _____		
NOTE: PREQUALIFIED GROUP 3 CONTRACTORS OR THEIR SELECTED SUB-CONTRACTOR MUST MAINTAIN AN OUTSIDE PLANT DESIGNER/ENGINEER ON STAFF DURING THE TERM OF THE CONTRACT TO REMAIN PRE-QUALIFIED.		

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

4.3.4 GROUP 3 – Contractor Labor Rates

Please provide your hourly rate for each labor classification listed below. These are the technical labor categories that will be used on Group 3, wireless installation, repairs and maintenance, as well as technical support services. A labor rate must be assigned to every labor category to be considered responsive.

The quantity of labor hours described below is the County's estimated requirements during the next twelve (12) month period. **No guarantee is given on the actual number of hours that will be contracted during any 12 month period.** The pricing provided will be the bid ceiling rate for all vendor's pre-qualified under this award group. The County reserves the right to further negotiate pricing with vendors in response to the spot market Request for Quotations issued by authorized County departments.

No	Hours	Worker Classification	HOURLY RATE	TOTAL(S)
1	35	Radio Frequency (RF) Surveyor		
2	2100	Wireless Installer Technicians		
3	90	Wireless Designer/ Engineer		
4	10	Structural Engineer		
5	25	Telecommunications Customer Service Representative		
6	225	Electricians		
7	35	RF Engineer		
8	40	Grounding Specialist		
Aggregate total for Worker Classifications (1-8):				

NOTE: Vendors will be entitled to a 10% markup from their documented cost for any telecom equipment and/or materials that are mutually agreed to be supplied in accordance with section 2.6.1 for Groups 1-3, 6 and 2.15 Method of Payment

4.3.5 List of Sub-Contractors

List of Sub-Contractors used to support the required technical qualifications and knowledge of applicable industry standards.

Vendors must provide a list all Sub-Contractors that would used to support of the technical qualifications referred to in section 2.14 Certifications for Licenses for Trades and applicable industry knowledge listed in section 3.2 Standards, Procedures and Techniques.

This information is to be provided in the included Bid Affidavits covering Fair Subcontracting Practices (Ordinance 97-35) and Subcontractor/Supplier listing (Ordinance 97-104) Information listed on these forms need to bear in mind the following:

- Sub-Contractor must refer to the Professional License Holder where applicable
- Under the Scope of work to be performed, the technical classification or Engineering Category must be listed and should include the type and area of expertise.

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL**FIRM NAME:** _____

Examples of information to complete requirements under 4.3.5 are listed in the table below

Type	Professional Designation	Description or area of expertise
PE	Professional Engineer	Civil, Electrical, Structural, Mechanical, etc.
CC	Certified or Licensed Contractor	<ul style="list-style-type: none"> • Master Electrician • Registered Alarm Contractor 1 • Registered Alarm System Contractor 2 • Specialty Electrical Contractor (includes low voltage)

4.4 GROUP 4 - TELEPHONE EQUIPMENT & RELATED ACCESSORIES**1.4.1 CLIENT REFERENCES**

To be qualified under Group 4, please submit at least three (3) Commercial or Government business references indicating that you have successfully provided Telephone Equipment & Related Accessories as defined for Group 4 in Section 3. This must include those Clients where these items have been successfully supplied for a minimum of two (2) years.

GROUP 4 – CLIENT REFERENCE #1			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description of Telecom Products Provided			

GROUP 4 – CLIENT REFERENCE #2			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description of Telecom Products Provided			

GROUP 4 – CLIENT REFERENCE #3			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description of Telecom Products Provided			

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

4.4.2 PRODUCT AVAILABILITY

Vendors must confirm they are capable of providing Telephone Equipment and Related Accessories by providing the following information

- 1) Web page address for your company where a reference to the current list of products and manufacturers your represent URL: _____
- 2) Vendor must be a reseller, distributor, or original equipment manufacturer and be authorized to sell the County the various equipment and accessories under this Group. Vendors are to provide evidence of this authorization with their bid submission. Accepted documentation includes Manufacturer certification or a signed Vendor letter affirming the specific manufacturer(s) for products that they are authorized to represent.
- 3) Confirm the ability to routinely supply the majority of the items listed in the table below:

Description	Yes	No
TELEPHONE EQUIPMENT		
SINGLE LINE (analog)		
MULTI-LINES (analog)		
Cordless		
Digital		
IP		
VoIP		
Elevator		
Conference Unit		
Transit Rail Vehicle		
Text Telephone Devices (TDD)		
Phones Speakers & Intercom		
Wired and Wireless headset		
SINGLE LINE (analog)		
MULTI-LINES (analog)		
Cordless		
Digital		
IP		

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

4.5 GROUP 5 – WIRING, CABLES & INSTALLATION HARDWARE**4.5.1 CLIENT REFERENCES**

To be qualified under Group 5, submit at least three (3) Commercial or Government business references indicating that you have successfully provided Wiring, Cables & Installation Hardware defined for Group 5 in Section 3. This must include those Clients where these items have been successfully supplied for a minimum of two (2) years.

GROUP 5 – CLIENT REFERENCE #1			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description of Telecom Products Provided			

GROUP 5 – CLIENT REFERENCE #2			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description of Telecom Products Provided			

GROUP 5 – CLIENT REFERENCE #3			
Company Name			
Address			
Contact Name:			
Telephone:		E-Mail:	
Years doing business with your firm:			
Telecom Contract No(s) or Project Name(s)			
Description of Telecom Products Provided			

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

4.5.2 PRODUCT AVAILABILITY

Vendors must confirm they are capable of providing Wiring, Cables and Installation Accessories by providing the following information within this submittal:

- 1) Web page address for your company where a reference to the current list of products and manufacturers your represent URL: _____
- 2) Vendor must be a reseller, distributor, or original equipment manufacturer and be authorized to sell the County the various equipment and accessories under this Group. Vendors are to provide evidence of this authorization with their bid submission. Accepted documentation includes Manufacturer certification or a signed Vendor letter affirming the specific manufacturer(s) for products that they are authorized to represent.
- 3) Confirm the ability to routinely supply the majority of the items listed in the table below

Description	Yes	No
STRUCTURED WIRE & CABLE		
Cat 5 Cable		
Cat 6 Cable		
Fiber Optic Cable		
Direct Burial Cable		
RJ45 Patch Cables		
RJ-11 Patch Cables		
Fiber Optic Patch Cables		
CABLE AND WIRE MANAGEMENT		
Patch Panels		
Racks and Enclosures		
Cable Trays and Raceway Systems		
Tie-Wraps		
CONNECTORS, CABLE KITS, TOOLS		
RJ-11		
RJ-45		
Fiber Optic		
Cable Splicing and Termination Kits		
TOOLS, TESTING & INSTALLATION		
Cable Strippers		
Cable Crimpers		
Tone & Probe and Test Kits		
Butt-In Handsets		

BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

FIRM NAME: _____

4.1.6 GROUP 6 – Priority Telecom Installation Services

In accordance with requirements listed under Section 2.6.2.2.4 Vendors must confirm their Company's capability to provide telecom installations services under the trade labor worker classifications listed in Section 3.1 Technical Specifications for Group 1 – Inside Cabling Installation, Maintenance and Repairs.

Vendors must provide hourly rate for each labor classification listed in the table below. The labor hour quantity described below is the County's estimated requirement during the next twelve (12) months **No guarantee is given on the actual number of hours that will be contracted during any 12 month period.**

Award group 6 shall consist of a maximum of five (5) vendors and will be initially established based on the lowest responsive, responsible bids submitted on hourly shop labor rates for the technical job classification lists shown on Sections 4.1.4, (Group 1, Cabling) To be considered as responsive, bidders must also meet the qualifications requirements for the specific group as defined in Section 2.6.2 covering general prequalification criteria.

Work that may be completed using this award group will not be competed through the spot market Request for Quotation (RFQ) process. The County shall have the option of awarding priority projects less than \$10,000 deemed critical to County operations that requires an expedited completion of work by one of the five (5) highest ranked vendors meeting the project requirements.

The County will utilize these labor rates provided in the table below to establish the initial vendor ranking for Group 6 – Priority Telecom Contractor Services.

No	Hours	Worker Classification	HOURLY RATE	TOTAL(S)
1	8400	Telephone Technician		
2	40	Data Technician		
3	25	Cable Splicer		
4	100	Telecommunications Customer Service Representative		
5	305	Telephone Engineer		
6	950	Electricians		
7	25	Grounding Specialist		
		Aggregate total for Worker Classifications (1-7)		

NOTE: Vendors will be entitled to a 10 % markup from their documented cost for an materials mutually agreed to be supplied in accordance with section 2.6.1 for Groups 1-3, 6 and 2.15 Method of Payment

SECTION 4
BID SUBMITTAL FOR:

TELECOM SERVICES, EQUIPMENT AND MATERIALS PRE-QUALIFICATION POOL

ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

LIST BELOW ARE THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN
CONNECTION WITH THIS BID

Addendum #1, Dated _____

Addendum #2, Dated _____

Addendum #3, Dated _____

Addendum #4, Dated _____

Addendum #5, Dated _____

Addendum #6, Dated _____

Addendum #7, Dated _____

Addendum #8, Dated _____

PART II:

☐ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____ **DATE:** _____

TITLE OF OFFICER: _____

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**Bid Title: Telecom Services, Equipment and Materials Pre-Qualification Pool**

By signing this Bid Submittal Form the Bidder certifies that it satisfies all legal requirements (as an entity) to do business with the County, including all Conflict of Interest and Code of Ethics provisions in Section 2-11 of the Miami-Dade County Code. Any County employee or member of his or her immediate family seeking to contract with the County shall seek a conflict of interest opinion from the Miami-Dade County Ethics Commission prior to submittal of a Bid response or application of any type to contract with the County by the employee or his or her immediate family and file a copy of that request for opinion and any opinion or waiver from the Board of County Commissioners with the Clerk of the Board. The affected employee shall file with the Clerk of the Board a statement in a form satisfactory to the Clerk disclosing the employee's interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract at the same time as or before submitting a Bid, response, or application of any type to contract with the County. Also a copy of the request for a conflict of interest opinion from the Ethics Commission and any corresponding opinion, or any waiver issued by the Board of County Commissioners, must be submitted with the response to the solicitation.

In accordance with Sec. 2-11.1(s) of the County Code as amended, prior to conducting any lobbying **regarding this solicitation, the Bidder must file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder.** Failure to file the appropriate form in relation to each solicitation may be considered as evidence that the Bidder is not a responsible contractor.

The Bidder confirms that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same goods and/or services and in all respects is without collusion, and that the Bidder will accept any resultant award. Further, the undersigned acknowledges that award of a contract is contingent upon vendor registration. Failure to register as a vendor within the specified time may result in your firm not being considered for award.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information prior to entering into a contract with or receiving funding from the County.

☐ **Place a check mark here only if bidder has such conviction to disclose to comply with this requirement.**

LOCAL PREFERENCE CERTIFICATION:

For the purpose of this certification, a "local business" is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base.

☐ **Place a check mark here only if affirming bidder meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) shall render the vendor ineligible for Local Preference.**

LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION:

A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

☐ **Place a check mark here only if affirming bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with this proposal.**

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COUNTY USER ACCESS PROGRAM (UAP): Joint purchase and entity revenue sharing program

For the County's information, the bidder is requested to indicate, at 'A' and 'B' below, its general interest in participating in the Joint Purchase Program of the County User Access Program (UAP) described in Section 2.21 of this contract solicitation, if that section is present in this solicitation document. Vendor participation in the Joint Purchase portion of the UAP is **voluntary**, and the bidder's expression of general interest at 'A' and 'B' below is for the County's information only and **shall not be binding** on the bidder.

- A. If awarded this County contract, would you be interest in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located **within** the geographical boundaries of Miami-Dade County?

Yes _____ No _____

- B. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located **outside** the geographical boundaries of Miami-Dade County?

Yes _____ No _____

Firm _____ Name: _____

Street _____ Address: _____

Mailing _____ Address _____ (if _____ different): _____

Telephone No. _____ Fax No. _____

Email Address: _____ FEIN No. ____/____-____/____/____/____/____

Prompt Payment Terms: ____% ____ days net ____ days (Please see paragraph 1.2 H of General Terms and Conditions)

Signature: _____
(Signature of authorized agent)

****"By signing this document the bidder agrees to all Terms and Conditions of this Solicitation and the resulting Contract"***

Print Name: _____ Title: _____

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.

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